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13" Macbook Air, iPad Mini 4, Canon EOS 6D camera body & Canon EF 24-70mm f/4.0L IS USM Standard Zoom Lens



PRODUCTION COORDINATOR  
DIRECTOR'S ASSISTANT  
VFX DATA WRANGLER

## career highlights.



### VFX DATA WRANGLER - NZ SHOOT & VFX PRODUCTION COORD - ILOURA

#### A Wrinkle In Time (Feature)

Disney

March 2017 & October - December 2017



### VFX PRODUCTION COORDINATOR - ILOURA

#### Thor Ragnarok (Feature) & Spider-man: Homecoming (Feature)

Marvel

April 2017 – October 2017



### ASSISTANT VFX DATA WRANGLER

#### Alien: Covenant (Feature)

Fox

March 2016 – August 2016



### PRODUCTION MANAGER

#### Becoming Superhuman (TV Doco)

The Feds / ABC

January 2016 – March 2016



### ASSISTANT PRODUCTION COORDINATOR

#### Hacksaw Ridge (Feature)

Cross Creek Pictures

August 2015 – December 2015



### ASSISTANT VFX DATA WRANGLER

#### Pirates of the Caribbean: Dead Men Tell No Tales (Feature)

Disney

February 2015 – July 2015

## tasks.

### Production Manager

Manage the budget and JCRs  
Plan & manage schedules  
Book crew & negotiate rates  
Cost / book equipment & stock  
Travel & accommodation  
Petty cash, purchase orders  
Write risk assessments  
Manage release forms  
Manage contracts  
Manage rushes and post pathways  
Liaise with post production facility  
Child licenses  
Immigration Visas  
Post deliverables

### VFX Production Coordinator

Organise rounds & coordinate artist's workloads  
Manage deadlines with artists  
Plan & manage schedules using Shotgun  
Coordinate I/O  
Manage outsource vendor schedules & deliveries  
Record & track client turnover  
Record client notes  
Host dailies sessions & record notes with Shotgun  
Organise & set up cinesync sessions  
Update shot boards

### Production Coordinator

Callsheets  
Pre-Pro booklets with InDesign  
Book crew  
Cost / book equipment & stock  
Travel & accommodation  
Manage budgets  
Petty cash, purchase orders  
Liaise with audience services  
Plan & manage schedules  
Organise catering  
Write risk assessments  
Daily progress reports  
Release forms  
Child licenses  
Immigration Visas  
Council permits  
Scout locations  
Prep post paperwork  
Specialise in Export Market  
Development Grants applications

### VFX Data Wrangler

On set data wrangling, camera notes & measurements  
Shoot HDRI stills  
Operate witness cameras  
Data management  
Distribute tracking markers  
Reference stills  
Shoot texture photography  
Assist with Lidar scanning  
Assist with surveying  
Liaise with various departments  
Facilitate VFX Vendor requests  
Intermediate Filemaker Pro skills  
Book equipment

## production history.

## feature films.

Production	Role	Production Company	Producer/Director	Year
Thor Ragnarok	VFX Production Coordinator	Iloura – Marvel/Sony	Kilou Picard (VFX)	2017
Spider-Man: Homecoming	VFX Production Coordinator	Iloura – Marvel/Sony	Kilou Picard (VFX)	2017
A Wrinkle In Time	VFX Data Wrangler & Coord (post)	Iloura - Disney	Sean Santiago (VFX)	2017
Pacific Rim: Uprising (2- Unit)	Assistant VFX Data Wrangler	Legendary	Teresa Carao (VFX)	2017
Alien: Covenant	Assistant VFX Data Wrangler	Fox Film #3	Sona Pak (VFX) / Ridley Scott	2016
Hacksaw Ridge	Assistant Production Coord.	Cross Creek Pictures	Barbara Gibbs / Mel Gibson	2015
Pirates of the Caribbean 5	Assistant VFX Data Wrangler	Disney	Tamara Kent (VFX)	2015
Gods of Egypt	VFX On Set PA	Lionsgate	Jack Geist (VFX) / Alex Proyas	2014
The Water Diviner	Assistant Production Coord.	Hopscotch Features	Barbara Gibbs / Russell Crowe	2014/13
Skin Deep	Production Coordinator	New Town Feature Film	Tanya Andrews / Jonnie Leahy	2013

## television.

Production	Role	Production Company	Producer/Director	Year
Becoming Superhuman – Doco	Production Manager	The Feds	Julia Peters / Wain Fimeri	2016
Giggle & Hoot (Series 5)	Production Coordinator (Casual)	ABC	Natalie Robinson-Hurst	2013
Kitchen Cabinet (Ep 8)	Production Coordinator (Casual)	ABC	Stamatia Maroupas	2013
A to Z of Contemporary Art	Researcher (Casual)	Photoplay Films / ABC	Scott Otto Anderson	2013
Devil's Playground - miniseries	Production Secretary	Matchbox Pictures	Vanessa Brown (PM)	2013
Lucky Sexy Winners Pilot (UK)	Production Secretary	Pett Prodns/Channel 4	Kate Brooks (PM)	2012
The Angelos Epithemiou Show (UK)	Production Secretary	Pett Television / Ch 4	Kate Brooks (PM)	2012
Friday Download Series 3 (UK)	Production Coordinator	BBC/Saltbeef TV	Teri Corbett (PM)	2012
Friday Download Series 2 (UK)	Production Coordinator	BBC/Saltbeef TV	Teri Corbett (PM)	2011-12

## tv commercials.

Production	Role	Production Company	Producer/Director	Year
Stand Archade 'Interactive Look Book'	Production Coordinator	Thirteen & co	Catherine Warner/Pete Moore	2017
Target	Production Coordinator	Thirteen & co	Catherine Warner/Pete Moore	2017
Auto-Gravity 'Koala'	Production Coordinator (Pre)	Walkabout Films	Jude Lengel	2016
Fox Sports 'A Visit from Jess'	Director's Assistant	Rabbit Content	Lachlan Dickie/Alex Hay	2016
Radiation Oncology 'Targets'	Production Coordinator	The Feds	Michael Cook/Henry Zalapa	2014
Woolworths 'Cheap Mince'	Director's Assistant	Rapid Films	Catherine Warner/Craig Rasmus	2013
Solahart 'The Best Things Are Free'	Production Coordinator	Orange Whip Films	Alex Mooney / Colin Skyba	2013
Woolworths 'Earn & Learn'	Production Coordinator	The Feds	Mel Weinman / Craig Rasmus	2013
Holden Barina 'Anniversary'	Director's Assistant	Rabbit Content	Lawrence Foster / Dael Oates	2013
Govt Housing Assistance Pkg 3	Production Coordinator	Orange Whip Films	Alex Mooney / Colin Skyba	2013
Jagwar Ma - 'The Throw' MV	Data Wrangler	Andrew Lancaster Prod	Noni Couell / Andrew Lancaster	2013
Bluey Robinson 'Coming Back' MV	Art Dept. Assistant/Runner	SBTV / Sony Music	Licia Conn / Paris Zarcilla	2013
Telstra/Australia's Next Top Model	PA/DA (Pre-Pro)	The Feds	Rebecca Bennetts / Josh Logue	2010
Holiday Inn 'Stay You'	Production Coordinator	Walkabout Films/HLA UK	Yolande Dewey / Simon Ratigan	2010
Vodafone 'Friends'	Director's Assistant (Pre-Pro)	The Feds	Ben Lawrence	2010
Outback Steakhouse TVCs 2010	Cast Coordinator (Post)	Walkabout Films/Aero US	Klaus Obermeyer	2010
Woolworths 'Fresh Mums'	Continuity/PA/Runner	The Feds	Lizzy Nash / Lisa Gray	2010
Splenda 'More Ways'	Production Assistant	Walkabout Films/Hello&Co	Karen Watson/M. Karbelnikoff	2010
Starbucks '(red) Project' Viral	Production Coordinator	WalkaboutFilms/Gorgeous	Yolande Dewey & Lizzy Nash	2010
Visa 'Happy Traveller'	Production Assistant (Pre-Pro)	The Feds	Yolande Dewey / Josh Logue	2009
Commonwealth Bank 'Teacher'	Production Assistant	Walkabout/Tool of NA	Karen Watson & / Erich Joiner	2009
Optus 'Project Globe'	Production Assistant	Paranoid @ The Feds	Karen Watson/Thierry Poiraud	2009
Mountain Dew 'Do the Dew'	PA/DA (Pre-Pro)	The Feds	Lizzy Nash / Josh Logue	2009
My World Tour Viral	PA/Researcher/ Cast Coord	The Feds	Karen Watson / Lisa Gray	2009
Outback Steakhouse TVCs 2009	Cast Coordinator (Post)	Walkabout Films/Aero US	Karen Watson / K. Obermeyer	2009

## software knowledge & skills.

Advanced	Intermediate	Basic	General skills
Touch typing, WPM 85	Adobe Photoshop	Adobe Illustrator	Excellent writing skills
Microsoft Word	Adobe Lightroom		Accurate proof-reading skills
Microsoft Excel	Filemaker Pro		Confident phone manner
Microsoft PowerPoint	Final Cut Pro		Adept interpersonal skills
Adobe InDesign			Attention to detail
Shotgun			Office admin

## education & qualifications.

### 2012 / 2013

AFTRS Production Management 5-day intensive course  
AFTRS Production Budgeting & Accounting short course

### 2011

Adobe InDesign CS5 Essentials short course  
BBC Health & Safety Course

### 2006 – 2008

University of New South Wales  
Bachelor of Arts, Media & Communications and Film  
Distinction Average

Full Drivers License (auto), own car  
First Aid Certificate (Valid until 2018)

## references.

Upon request