

Sophie Monaghan

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My interest is in production management in TV Drama. I am currently looking for entry-level runner roles as well as any trainee scheme opportunities.

With more experience, I hope to go onto more advanced production management roles in the future.

Based in: Essex

Clean UK Driving License

Over 21 for insurance purposes

EXPERIENCE

TEMP Audience Coordinator – Dock10 ITV Studios

MEDIACITYUK, SALFORD

5th Dec 2021-13th Dec 2021 and 19th Feb 2022

- Responsible for checking in audience members for *Alan Carr's Epic Gameshow* and *Who Wants to Be a Millionaire?*, fulfilling COVID-19 checks and communicating with studio staff throughout.

TEMP Social Media Assistant – University of Lincoln

LINCOLN

June 2021

- Responsible for posting marketing material across the university's social media platforms to promote the School of Media's Graduate Showcase event.

PART-TIME Sales Assistant – The Works

LINCOLN

March 2020-June 2021

- Duties included providing excellent customer service, maintaining cleanliness and safety of shop floor, keeping stock updated and helping both staff and customers regularly.

SKILLS

- Sales and customer service
- Proficient in Microsoft Word and Adobe Lightroom
- Basic understand of Final Cut Pro

LICENSES/CERTIFICATES

- **LinkedIn Learning:** Lightroom & Final Cut Pro training courses
- **ScreenSkills:** Harassment & bullying at work, COVID-19 basic training & understanding bias

EDUCATION

University of Salford (2021-2022)
MA Drama Production for Film, TV & Digital Media

University of Lincoln (2018-2021)
BA (Hons) Media Production