

STEPHANIE GALBRAITH

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I am a highly motivated film and television undergraduate. I am looking for a job that allows me to use my professional and creative skills that I have developed over the years. In my past experiences I have developed skills such as camera operating, Lighting, Sound and editing. I hope to gain and develop my skills to help me progress in my career.

EXPERIENCE

OCT 2015 – MARCH 2018

SALES ASSISTANT PART-TIME, HAYES GARDEN WORLD

- Meticulously resolved customer complaints, providing efficient exchange and refund service to ensure customer satisfaction.
- Designed visually appealing and effective displays to maintain a welcoming, inviting store presentation.
- Facilitated smooth store operations, performing opening and closing functions such as cashing up.
- Listened to customer needs and preferences to provide accurate advice.
- Created attractive product displays to enhance customer experience and boost sales.
- Prepared products for sales floor and created appealing product displays.
- Kept cleaning supply areas tidy and well organised for optimal safety and ease in locating necessary products.

OCT 2017 – JUNE 2019

FREELANCE WORK-EXPERIENCE, INSPIRING BARROW

- Consistently met client requirements by improvising the style of filming due to location changes and weather and filming methods and techniques.
- Set up equipment for inside and outside shots.
- Shot and edited pieces using Adobe Premiere Pro and Adobe Audition.
- Set up lighting and audio for on-site and on-location filming, recorded footage and resolved technical issues.
- Shot for interviews from single to multiple people.
- Filmed with green screen.
- Edited green screen.
- Photographer, Photos for the video, Photos for the awards evening.
- Produced numerous videos and photos for this company.

SEPT 2015 – DEC 2015

EVENT, FURNESS COLLEGE

- Photographer, taking photos of the event and for promoting the event.
- Budgeting, how much can be spent and how much money on average.
- Event Planning, Planning the event i.e., themes, type, charities fundraising.

- Advertising – Posters, Social media pages, Newspaper ad.
- Legal & Ethical, researching all legal and ethical issues related to hosting an event.
- Risk Assessment, assessing all risks and taking all precautions to prevent accidents.
- Live Lighting, controlling the lighting as the performance happens.
- Live Sound, controlling sound as the performances happen.
- Catering, talking to companies to cater food and all food health and safety.
- Runner, making sure that everything is moving smoothly on the night and guiding guests to the event.
- Raffle, getting in touch with companies asking to donate items for the raffle and raising money for charities.
- Entertainment, organizing a band to play and organize a raffle to entertain guests.

EDUCATION

JULY 2022

BA (HONS) FILM AND TELEVISION, UNIVERSITY OF CUMBRIA

JUNE 2019

OCR LEVEL 3 CAMBRIDGE TECHNICAL EXTENDED DIPLOMA IN MEDIA, FURNESS COLLEGE

Distinction* Distinction Distinction

SKILLS

- | | |
|-------------------------------|----------------------------|
| • Film production | • Adobe Creative Suite |
| • Filming techniques | • Camera operating |
| • Studio filming | • Multi-camera editing |
| • Project management | • Lighting and sound setup |
| • Time management | • Risk assessing |
| • Strong verbal communication | • Studio lighting |
| • Microsoft Office | • Effective teamwork |
| • Keen eye for detail | • Leading |
| • Video editing | • Organisation |
| • Editing stories | • Motivated |
| • Syncing footage | • Willing to learn |
| • Managing media | • IT skills |
| • Production management | |