

# ELLEN HYDE

## PRODUCTION

### CONTACT

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Castletroy, Limerick.

### PROFILE

- An eager, passionate individual who thrives within the fast-paced, ever-changing environment of Production.
- The sporadic nature of work in film is something which I crave, as it allows me to continuously learn and be challenged.
- Ability to manage any task thrown my way, always being one step ahead.
- Enjoy working in a collaborative environment but also comfortable taking initiative and working on self-directed tasks.

### SKILLS

#### INTERPERSONAL

- Communication
- Teamwork
- Problem-Solving
- Motivated
- Confidence

#### SOFTWARE

- Microsoft Office (Excel/Word/Powerpoint)
- Working knowledge of Avid and InDesign

FULL, CLEAN DRIVER'S LICENCE

### EXPERIENCE

#### FOUNDATION (Apple TV) – Production Secretary (January 2020 - Present)

Production Co-Ordinator: Dara O’Cualain  
Ciara Duffy

Line Producer: Catherine Dunne  
Jo Homewood

- Coordinator for all shipping around the world for Foundation – day-to-day shipments and crew cargo and equipment.
- Arrange all rental cars for cast and crew
- Answer all Production calls and enquiries
- Assist Production Coordinator and Assistant Coordinator regarding day to day tasks and contracts
- Assist in the management of Visas for non-European Cast and Crew

#### FOUNDATION (Apple TV) – Production Trainee (July 2019 – December 2019)

Production Co-Ordinator: Ciara Duffy

Line Producer: Jo Homewood

- Assist Production team, cast and crew in all running needs
- Curating all documents needed for prep and shoot
- Running general errands and swapping between studios and unit base/set.
- Generating and distributing call sheet and sides
- Assist Production Coordinator and Assistant Coordinator regarding day to day tasks and contracts

#### RIG 45 SEASON 2 – Production Assistant (Nov 2018 – March 2019)

Production Co-Ordinator: Iseult Timmons Ward

Line Producer: Mary McCarthy

- Assist Production team in all running needs
- Assist cast and crew with all needs
- All orders delivered to the production office
- Curating all documents needed for prep and shoot
- Generating and distributing call sheet and sides on set

#### BANK OF IRELAND/AERLINGUS COMMERCIAL – Production Assistant (Nov 2018)

Production Co-Ordinator: Sinead Barry

Line Producer: Mary McCarthy

- Working with the Production Coordinator and Production Manager directly for the day, assisting in all tasks and being on call
- Assist all crew with their needs
- Assisting in the construction and deconstruction of the set

#### THE RHYTHM SECTION – Production Trainee (April 2018 – June 2018)

Production Co-Ordinator: Lorraine Hewson.

Production Manager: Patrick O’ Donoghue

- Assist Production team in all running needs
- Assist main cast and crew regarding supplies and personal needs
- Transport all supplies needed by cast and crew
- Print and watermark scripts, as well as sides and call sheets at the end of each filming day
- Running general errands and swapping between studios and unit base/set.

### EDUCATION

#### NEWCASTLE UNIVERSITY

September 2017 - June 2018

MA Media and Public Relations

#### UNIVERSITY OF LIMERICK

2013-2017

BA Communications

REFEREES – UPON REQUEST