

## **ORLAITH DARCY**

Assistant Production Coordinator

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I have strong communication skills and I work easily in a team or as an individual. I pride myself on being punctual and well organised.

### **RECENT WORK**

#### **TV DRAMA**

'The Drowning' (Jan-Sept 2020)	Element Pictures/UnstoppableTV	Assist. Prod Coordinator
'Penance' (Sept-Dec 2019)	Element Pictures/Westroad Pictures	Production Trainee
'Blood Series 2' (Jun-Aug 2019)	Element Pictures/Westroad Pictures	Production Trainee

#### **FEATURE FILM**

'NOCEBO' (Jan-April 2021)	Lovely Productions/Wild Swim Films	Assist. Prod Coordinator
'The Silence of Mercy' (Dec 2020)	Wild Atlantic Pictures/Luma Pictures	Assist. Prod Coordinator(prepare)
'Horizon Line' (Jan-April 2019)	SF Studios/Subotica/Spier Films	Production Trainee

#### **COMMERCIAL**

'Is He Coming This Year?'(Oct 2020)	Supervalu	H2 Films	Production Coordinator
'Sisters' (Dec 2019)	Barry's Tea	Hinterland	Production Assistant

### **SKILLS**

I am experienced in assisting the production office on various different productions within TV Drama, Film and Commercials on a day to day basis from prep to wrap.

- Sourcing and booking travel and accommodation
- Creation and distribution of Crew and Facilities Contracts
- Proficient in Final Draft and in troubleshooting script revision/formatting issues
- Experience with dealing with suppliers, tracking expenditure and DPO system
- Full clean Irish Drivers License

### **EDUCATION**

(B.A Hons) Film & T.V Production in 2017 from the National Film School at I.A.D.T Dún Laoghaire

Fetac Certificate (Level 5) in Digital Film & T.V Production in 2013 from The Ballyfermot College of Further Education.

**REFERENCES AVAILABLE ON REQUEST**