

# Jessica Gardner

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I am a creative, diligent and driven young woman, who is highly organised and efficient. I pride myself on being a caring and conscientious colleague and friend who is understanding and empathetic and who is used to working with different people in different situations and circumstances day-to-day.

I am passionate about wildlife, animal welfare, and the environment and about making a difference in these areas.

I am a very competent and fast learner who is able to work independently but also a fantastic team player.

## Skills

- Project Management
- Directing (Live action, Multi-camera, Drone)
- Producing
- Project Co-ordination
- Video editing
- Self Shoot on DSLR
- Photography
- Excellent communication skills – both written and verbal
- Editing/Proofreading
- High level of attention to detail
- Good knowledge of Microsoft Office
- Good Knowledge of Adobe Creative Suite
- Excellent people management Skills
- Friendly and polite manner

## Work Experience

**QVC, London**

**Content and Promotions Director/Producer**

Mar 2015 – Present

This role involves creating, pitching concepts for promotional and On-Air and cross-platform content for all categories for QVC – from producing then from idea to final product. From story boarding to budgeting, I do the lot. Covering content across all parts of the business; from beauty to technology as well as interviews and special events.

This year I was the sole producer for all non-live content for QVC's annual charity event to raise money for Breast Cancer Care. I produced and directed 3 films with 3 breast cancer sufferers and survivors and filmed fundraising events - from a night walk across London, to corporate fundraising events.

I also directed and produced our main gardening show's promo for 2016 and used a drone to do so. I was the first director/producer to pitch, use and direct with a drone at QVC.

I have been involved in helping change the way the channel presents and represent ages, genders, sexualities, ethnicities and disabilities.

I am also very competent working with animals as well as children of all ages.

My role involves a huge amount of creativity, organisation, communication and leadership as well as the ability to adapt very quickly day to day as I can be filming for Breast Cancer Care one day and interviewing a competition winner the next. I am also used to working with very tight deadlines and turn arounds but I am a meticulous worker and always give 100% for every project.

<b>QVC, London</b> <b>Associate Director/Producer</b>	Sep 2013 - Feb 2015
<b>Green Goat Films, London</b> <b>Producer/Writer/Creative/Casting Assistant</b>	Jun 2012 – Sep 2013
<b>Hirono Productions, London</b> <b>Script Editor &amp; Casting Assistant</b> Project: Feature Film ‘Odile’	Aug 2013-Sep 2013
<b>Memrise, London</b> <b>Creative Video Researcher</b> Project: Brainstorm Project: Development <i>Concept and content creation for vine creations for new Language Learning App</i>	Jun 2013-Aug 2013
<b>Benelex Media, London</b> <b>Production Assistant</b> Project: Feature Film ‘Ortega and His Enemies’	May 2013
<b>Other Finger Films, Brighton</b> <b>Script Supervisor</b> Project: Short Film ‘Shall we dance’	Nov 2012
<b>British Research, Home Based</b> <b>Social Media Manager</b>	Sep 2012- Feb 2013
<b>KIGG Ltd, South Wales</b> <b>Marketing &amp; PR Executive</b>	Apr 2010 - Sep 2010

## Education

<b>Raindance</b> Documentary Foundation Certificate	2014
<b>Royal Holloway University of London, Surrey</b> English and Creative Writing: 2:1	2009 - 2012
<b>Cardiff High School, Cardiff</b> - Reubens Cup – Award for best Creative Writer - Highest English Result for Academic Year - Head Girl A Level: English Language and Literature: A, History: A, German: B As Level: Music: B GCSE’s 8 A* 4 A	2001 - 2008

## Hobbies and Interests

Writing, Watching films, Reading, Drawing, Animal care /Advocacy, Cooking, Swimming, Yoga, Collecting Antique Books, volunteering (Animal Charities UK and abroad)