

MELISSA ROBERTS

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35 Vermont Street, Ponsonby, Auckland 1011

PERSONAL DETAILS

NZ Full Drivers Licence – Manual

First Aid Certificate Level 2 (2014)

DOB: 05/03/1993

PREVIOUS PRODUCTION EXPERIENCE

Mt Franklin (TVC) Mt Franklin Water	<i>Post Prod. PA / Runner</i>	Jungle Productions / EP: Yolande Dewey	Sept 2016
Mitsubishi 2016 (TVC) Mitsubishi	<i>Chaperone/Add. AD</i>	Smarty Productions / PM: Debbie Sinton	Aug 2016
800 Words (S2) Seven Network	<i>Cast Driver/Add. AD</i>	South Pacific Pictures / LP: Tina Archibald	Feb-Aug '16
The Brokenwood Mysteries (S3) Prime	<i>Shuttle Driver/Loc PA</i>	South Pacific Pictures / LP: Tara Landry	May 2016
All Blacks 2016 Content (TVC) AIG	<i>PA</i>	Augusto / PM: Trish Phelan	Jan 2016
Coloursteel (TVC) New Zealand Steel	<i>Chaperone</i>	Flying Fish / PM: Debbie Sinton	Nov 2015
Steps (TVC) Overseas Client	<i>Set PA</i>	Robber's Dog Films / PM: Zara Hayden	Nov 2015
Westside (S2) TV3	<i>Shuttle Driver/Runner</i>	South Pacific Pictures / LP: Tara Landry	Oct-Dec '15
8 Years (Short Film) UoA Masters Thesis	<i>Production Manager</i>	DIR / PROD: Andrew Blackman	Oct-Nov '15
Safekids Aotearoa (TVC) Safekids Aotearoa	<i>Chaperone</i>	Flying Fish / PM: Debbie Sinton	Oct 2015
The NRL Rookie (S1) Nine Network / TVNZ DUKE	<i>Runner</i>	TRY Productions / PM: Simi Gupta	Sept 2015
The Brokenwood Mysteries (S2) PRIME	<i>Prod Secretary</i>	South Pacific Pictures / LP: Tara Landry	Apr-Aug '15
Game Over (S1) Webseries	<i>Set PA</i>	gameoverwebseries.com/ PROD/DIR: Patricia Phelan	Apr 2015
CEO Summit 2015 (Corporate Video) NZTE BBD	<i>PA/Set PA/Runner</i>	Augusto / PROD: Simone Goulding	Mar 2015
Bogans (S1) TVNZ	<i>PA</i>	Workhouse / PM: Lisa Hopwood	Mar 2015
Water Filtration (TVC) HRV	<i>PA/Set PA</i>	Augusto / PM: Lara Marshall	Feb 2015
Rugby World Cup Story NZTE	<i>PA/Set PA</i>	Augusto / PM: Lara Marshall	Jan 2015
All Blacks 'Take Today' (TVC) adidas	<i>PA/Set PA/WD</i>	Augusto / PM: Lara Marshall	Jan 2015
Best Ball Boys in the World (TVC) ASB Classic	<i>Set PA</i>	Augusto / PM: Monique Nielson	Jan 2015
Westside (S1) TV3	<i>Shuttle/Cast Driver</i>	South Pacific Pictures / LP: Tara Landry	Dec 2014
Smash Palace (S1) SKY	<i>Transcriber</i>	Workhouse / PM: Lisa Hopwood	Nov 2014
Sticky TV (S13) Mediaworks	<i>PA</i>	Pickled Possum Productions / PM: Melissa Jackson	Aug–Nov '14
MKR Promo (TVC) TVNZ	<i>Art Assist</i>	TVNZ Blacksand / PM: Bridget Bolton-Riley	Jul 2014
The Power of 40 (TVC) World Vision	<i>Art Assist</i>	Exposure / PM: Sarah Spurway	Apr 2014
Play Your Part (TVC) Super Rugby	<i>Set PA/MU Assist</i>	Augusto / PM: Monique Neilson	Mar 2014
Kody's Travel Show (S1) What Now	<i>Art Assist</i>	Augusto / PROD: Cass Avery	Feb 2014
Kune's Kitchen (S1) TVNZ Kidszone	<i>Runner</i>	Augusto / PROD: Cass Avery	Nov 2013
Elsewhere (Short Film)	<i>1st AD</i>	AUT University / DIR: Britney Hazeldine	Sept 2013
Film Friday (Programming links) TVNZ Heartland,	<i>Runner/Editor</i>	TVNZ / PROD: Oliver Sealy	Sept 2013
Ready for Anything (TVC) Libra	<i>Runner</i>	TVNZ Blacksand / PM: Brooke Sparks	Aug 2013
Te Waipuna Puawai: Mercy Oasis (corporate video)	<i>Director</i>	AUT University	Mar-Jun '13

OTHER EMPLOYMENT

Freelance Writer for Concrete Playground	Sept 2016
Office Assistant at Saben (Casual Contractor)	Oct – Dec 2015
Casual work as a Nanny	Mar 2014 – Feb 2016
Private House Cleaner	2011 – 2014
Sales Advisor at The Body Shop	Dec 2011 – Jan 2014
TVNZ Digital Channels (Unpaid internship)	July – Sept 2013
Sylvia Park Concierge Desk Supervisor	2010
Admin Assistant & Exam Supervisor at Diocesan School for Girls	2010 – 2013
AUT Student Project End-of-Year Screening Committee President (University extracurricular)	2013

QUALIFICATIONS & AWARDS

Bachelor of Communications - Video Production Major, AUT University	2011-2013
AUT University Vice Chancellor's Full Scholarship	2011-2013
Diocesan School for Girls Distinction Award in Media	2010
Diocesan School for Girls Award for Contribution & Dedication to the Arts	2010
NCEA Levels 1, 2 and 3 Endorsed with Excellence	2008, 2009, 2010

REFERENCES

Amber Wakefield
Production Coordinator
amber.lynch@gmail.com
021 709 987

Patricia Phelan
Associate Producer / Director
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027 318 3236