

SARAH KENNY CV
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021 965 324

New Zealand

September 2022 –
February 2023.

WORK EXPERIENCE

Assistant to the Cast Co-ordinator: 'Time Bandits'.

Paramount/ APPLE Tv.

Cast Coordinator - Amanda Sullivan.

Exec Prod/ UPM – Tim Coddington. UPM – Pip Gillings

ROLE INVOLVED - Assisting the Cast Coordinator in creating and enacting the offset cast schedule.

Liaising with various departments re fittings, rehearsals, covid testing compliance. Ensuring actors and agents are kept informed. Paperwork - Submitting travel requests, petty cash expenses, daily sign-out forms, external hire timesheet, managing the update of cast ids and master info sheet through air table. Running fittings 'on the day'. Cast driving - 3rd AD support, on set & at UB. ON & OFF SET.

The UK:

May & June 2022.

Production Secretary: 'WOW THAT'S AMAZING' (UK),

Beyond Productions North/ CBBC.

PM - Jade Hooker.

ROLE INVOLVED – Booking Vehicles/ Accom, addressing copyright clearance, liaising with Producers regarding various production needs/ tracking deliverables, creating & issuing call sheets & risk assessments, promoting/ documenting productions green initiatives & other paperwork. On Set First Aider. Assisting the smooth running of set with a small crew, supporting ART & CAMERA, liaising with Location owner and neighbouring businesses. Driving for work etc. ON & OFF SET

March - May 2022.

Assistant Unit Manager (Locations Role): 'Documentary Now' (Season 4),
EMU.

LM - Phillip Gates.

ROLE INVOLVED – Assist in recess to document department needs, coordinate crew get ins, communicate with local councils to book Unit, crew parking and lunch space, ensure catering and production have clear water and power access, book honey wagons, ensure vehicle access, ensure crew and public health & safety relative to shooting requirements, create movement orders, organise security, road closures, liaise with Traffic Management & ADs. Order Location gear, track POs, support LAs - coordinate lock offs where relevant. Ensuring bowsers maintained, use of power tools, driving for work etc. ON & OFF SET

February 2022.

Location Assistant (Liverpool): 'Secret Invasion',

DISNEY/ Marvel.

LM (Liverpool) - Laura Power.

ROLE INVOLVED - Assisting to coordinate crew get ins. Ensuring safe access to set - power, heat, water accessible. Tents/ weather coverage/ bins supplied. Crew point of contact re Location 'Dos & Don'ts'. Liaise with TM & Ads - communicate relevant lock offs. General dogs body. Neighbourhood lettering, rapport building with Location, scouting, Location protection during prep, maintaining during shoot. Coordinate location moves, ensure lunch space is usable, sign everything up, drive for work etc. ON & OFF SET.

Aug - December 2021.

Location Co-ordinator: 'Everything I Know About Love',

Working Title/ BBC.

LM - Henry Jepson.

ROLE INVOLVED – General Locs Team Support: Location scouting, logistics, keeping track of POs, contacting councils/ location owners/ 3rd party providers, support with MOs, tracking production changes and other department requirements, ordering gear, assisting UM & LA on set etc. ON & OFF SET.

June & July 2021.

Studio Assistant: 'Wool' (Season 1),
AMC/ Apple TV.

SM - Graeme Mackenzie/ Oliver Laurenson-Gore.

ROLE INVOLVED - (Converting an old fridge factory into a sound stage in North London) Mapping and stock checking, troubleshooting flood defences for required improvements. General maintained/ construction/ clearance/ use of power tools & problem solving. Ordering gear, organising equipment store. Assisting in Construction Workshop set up - co ordinating parking, liaising with Location owner, driving for work etc - OFF SET

May 2021

Location Assistant (Blackpool): 'Andor',
DISNEY/ Lucasfilm.

ALM - Henry Jepson.

COVID

Vancouver, CANADA:

Aug - December 2019.

Trainee Rigging Spark (IATSE 891):

'Supernatural' (Season 15),

WB/ The CW.

Rigging Gaffer - Michael Mayo.

ROLE INVOLVED - (In North America the LX department provide all power that isn't house). Teamwork and following clear instructions. On Location, rigging cables, power access for shoot. Rigging lights - Tungsten, HMI, Fluorescents, LED- working from heights, use of power tools, use of scissor and boom lifts. Sound stage rigging - work from heights etc. Assisting set electrician in basic wiring. Interdepartmental cooperation. Driving for work. PREP ROLE - OFF SET.

July 2018 - Aug 2019.

Prep Location Assistant (DGC):

'Supernatural' (Season 14)

WB/ The CW.

ALM - Brent McCorkle.

May - July 2019.

Prep Location Assistant (DGC):

'Motherland: Fort Salem' (Season 1),

FREEFORM/ Bad Angels Prod.

LM - Korey Petrie.

March - April 2019.

Location Assistant (DGC): 'SEE' (Season 1),

Apple TV.

ALM - Paul Giordano.

Jan - February 2019.

Prep Location Assistant (DGC): 'Limetown',

AMAZON.

ALM - Chrissy Orban.

Oct - December 2018.

Location Assistant (DGC): 'Antlers',

FOX Searchlight.

ALM - Paul Giordano.

August 2018.

Prep Location Assistant (DGC): 'Wu Assassins',

NETFLIX.

ALM - Jay Kent.

July 2018.

Prep Location Assistant (DGC): 'Gabby Duran' (Pilot),

DISNEY.

LM - Korey Petrie.

Summer 2017 -

Summer 2018.

Marshal/ Location Assistant:

Variety UK Features, Vancouver Hallmark MOW/ The CW TV Dailies.

SKILLS

- Full, Clean UK Driver's License.
- People/ Public management – team leading and excellent communication skills.
- Health & safety awareness.
- Workshop & power tool experience.
- Strong English writing & research skills.
- Working within a budget & cash consolidation.
- Proactive, organised, independent working.
- Multitasker with an attention to detail.
- Problem solver - flexible and adaptable.
- Microsoft Office/ Teams.

FURTHER EXPERIENCE

July - Aug 2022

Rentals Workshop Technician - NZ Ski, Queenstown.

Use of machinery and power tools to maintain/ repair skis and snowboards.
Observing Health & Safety in the workplace.

Oct 2020 - April 2021

Customer Telephony Agent - CAPITA for UC.

Benefits phone assistant in the UK:

“Sarah has demonstrated a really professional approach with her behaviour... I have trust in (her) skills, ability and delivery in supporting me... Sarah is a role model to the other members of the team.” Team Leader 121 Feedback.

REFERENCES

Amanda Sullivan – ‘Stonehenge’ Cast Coordinator:

Email - amandasullivan12@gmail.com

Phone - 021 107 5667

Roslyn Craig – VFX/ Production Coordinator

Email – roslyn-craig@hotmail.com

Phone – 027 239 9841

UK & Canada Available Upon Request.

EDUCATION

BA (Hons) Acting, Royal Academy of Dramatic Arts, RADA.

CERTIFICATES

-Emergency First Aid At Work, UK, 2022.

ACTSAFE (Canada, 2019):

- OPERATOR SAFETY TRAINING FOR AERIAL & SCISSOR LIFT

-FALL PROTECTION AWARENESS

-WHMIS 2015 HEALTH & SAFETY

-MPPIA MOTION PICTURE ORIENTATION 2019

INTERESTS

-Outdoor enthusiast: hiking, cycling, kayaking occasionally attempting snowboarding.

-Live & recorded arts: Theatre & film.

-Pro plant based & anti plastic.