

LEAH HALE

“SHE’S EARNED THE TRUST OF EVERY TEAM MEMBER SHE HAS WORKED WITH”
- SIOBHAN BROOK, LINE MANAGER

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📍 Bristol, UK / Perth, WA

ABOUT ME

Motivated and logistical-minded professional with extensive experience coordinating high-pressure shoots for broadcasters such as Netflix and National Geographic.

A fast learner and dedicated team player, I thrive in challenging environments and am passionate about delivering excellent service and building rapport with customers.

SKILLS

- Highly adaptable
- Quick learner
- Growth oriented
- Confident in customer service and meeting new people
- Meeting tight deadlines without compromising quality
- Strong written & verbal communication
- Collaborative & independent
- Proactive and self-motivated, with a positive ‘can-do’ attitude toward challenges

EDUCATION

LEVEL 3 TECHNICAL EXTENDED DIPLOMA IN
MEDIA PRODUCTION - BOOMSATSUMA

The Bottle Yard Studios | Sept 2018 - June 2020
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REFERENCES | GDPR

Please contact if you are interested in a reference.

You may wish to file and distribute my CV for employment purposes.

WORK EXPERIENCE

WAITRESS

Chef Wu, UK | Aug 2018 - March 2019

- Key responsibilities included taking orders over the phone and in person, serving food and drinks, and keeping restaurant clean.

WAITRESS / BARISTA

Banco Lounge, UK | April 2019 - July 2020

- Supported a small team in a fast paced restaurant / cafe by making barista style coffees, teas, mocktails and cocktails.
- Took food and drink orders for approx 15-20 tables.
- Supported customers with any queries they had over their food or drink orders.
- Restocked all FOH items regularly.

BAR STAFF

The Pilgrim Inn Pub, UK | Sept - Dec 2020

- Occasionally worked alone, which consisted of changing kegs independently, taking orders for all customers, reconciling the till, cleaning, and locking up the pub for the next day.

OFFICE RUNNER

Silverback Films, UK | Jan - Dec 2021

- Organised kit and production paperwork for filming shoots whilst keeping offices clean and supporting office manager with admin tasks

PRODUCTION COORDINATOR - NETFLIX (UNDER NON-DISCLOSURE AGREEMENT)

Silverback Films, UK | Feb 2023 - July 2025

- Coordinated logistics and admin paperwork for extremely complex Arctic film shoots, including filming in Canada, Alaska, Greenland, and Norway.
- Organised helicopter hire and international kit transfers between shoots.

PRODUCTION COORDINATOR - NATIONAL GEOGRAPHIC - SECRETS OF THE BEES (TX APRIL 2026)

Silverback Films, UK | Oct 2025 - Feb 2026

- Worked closely with production manager through post production, reconciling all production paperwork for final delivery of programs