

# Abby Bottrill

## Assistant Editor / Technical Operator roles

Experienced as an Assistant Editor / Technical Operator in both television and online, carrying out various post production duties from ingest through to technical delivery.

## Co-ordinator / Scheduler roles

Co-ordinating work in post production – scheduling crew and facilities, tying in technical considerations with production requirements; certifying completed programmes for delivery to transmission.

## Selection of credits or projects

- 2019 on: **Archivist** – BBC Newcastle (current part-time work ongoing alongside freelancing).
- 2019: **Post Production Co-ordinator** – drama productions (BBC Studios).
- 2018-19: **Assistant Editor** – various productions (BBC Three).
- 2018: **Technical Operator** – various productions (Flix Facilities – post production house).
- 2018: **Video Editor** – *Spanish City: A Rebirth* (series of short films; North Tyneside Council).
- 2017-18: **Assistant Post Production Co-ordinator** – drama productions (BBC Studios).
- 2016: **Assistant Editor** – *Father Brown* (BBC).
- 2015: **Video Editor** – Behind the Scenes material, *Doctors* (BBC).
- 2014: **Video Editor** – promotional releases; various clients (Three Motion Media).
- 2013: **Video Editor** – promotional releases on the J Tones funk band (independent).
- 2012: **Assistant Editor** – *The Sky at Night* (BBC).
- 2011: **Lead Technical Operator** across Post Production for *Coast* (BBC).
- 2010: **Technical Operator** – *The Hairy Bikers: Mums Know Best* (BBC).
- 2009: **Assistant Editor** – *Gardeners' World* (BBC).
- 2008: **Dubbing Mixer and Sound Editor** – *The Thing About Being a Man* (AllOneWord Films).
- 2007: **Dubbing Editor** – *Desi DNA* (BBC).
- 2006: **Dubbing Editor** – *Countryfile* (BBC).

## Key experience and responsibilities

- HD and 4K production: Ingest; video editing; sound editing and tracklaying; flash pattern analysis.
- Transferring, ingesting and transcoding multiple formats and codecs.
- Creating transmission deliverables, and bringing work through technical review to AS-11 delivery.
- Managing media and archive systems, across both tape and file-based material.
- Liaising with external suppliers, executives, freelancers, facilities houses and commercial clients.
- Undertaking purchasing, bookings, crewing and scheduling.
- Working towards imminent transmissions such as outside broadcasts.
- Training newer personnel.
- Problem solving with technical colleagues, yet also explaining complex issues to those in non-technical roles.
- Implementing and communicating workflows.

## **Media and Promotions Co-ordinator** (2013 – Jan 2015, for Impact Birmingham).

Promoting artists, music and gigs; writing press releases; liaising with artists, the press and fellow promoters; identifying and building our following; managing online social network feeds; developing a sense of community within our audience; co-ordinating branding across our channels of communication; devising new ways of engaging our audiences.

### **Transferable skills**

- **People:** A people-focused nature, commented on by colleagues. Accustomed to addressing groups of people, and to **teamwork**, both leading and co-operating with others.
- Experienced in **training others** and communicating their development.
- Both **technical** and **creative** skills, as well as systematic administration.
- **IT skills:** Proficient with both PCs and Macs; knowledge of various software and tools including Silvermouse, Avid, Final Cut Pro, Quantel, Adobe Premiere Pro, Photoshop, After Effects and Audition, Soundtrack Pro, Pyramix, ScheduALL, EVS Xedio Dispatcher, Avid Interplay.
- **Languages:**
  - English (first language, and degree);
  - French (conversational; Advanced Level qualification).
- Skilled in **time management** and **deadline** situations.

### **Qualifications**

- 2:1 joint honours degree in English / Media, Culture and Society (Birmingham UK, 2006). Modules included Social Research; Islam, Multiculturalism and the State; and Political Sociology.
- Three A Levels, one AS Level.
- Ten GCSEs, including Statistics.
- BBC courses on broadcast technology / digital media production / web content / Production Co-ordinator skills.
- Level 2 Certificate in Customer Service.
- Full UK driving licence (clean).

**References** available on request.

### **GDPR statement**

This CV, and the contact details it provides, may be kept on file and distributed to other industry contacts for potential employment purposes.

**Abby Bottrill**