

SUZIE BOROS

PRODUCTION COORDINATOR / PRODUCTION ASSISTANT / DIRECTOR'S ASSISTANT / RUNNER

suzieboros@outlook.com

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TOP TECHS MANAGEMENT

+61 (02) 9958 1611

PRODUCTION CREDITS

	CLIENT / JOB NAME	COMPANY	POSITION	DIRECTOR	PRODUCER / PM	
2024	Nandos (TVC)	HOOVES	PA / DA	Peter Martin	Belinda Dean / Lucy Sparke	
	KFC (TVC)	HOOVES	PA / DA	Peter Martin	Belinda Dean / Christa Harter	
	Australian Defence Force (TVC)	Collider	PA	Rupert Sanders	Ben Scandrett-Smith / Christa Harter	
	QIC (TVC)	Collider	Prod. Co-ord	Chloe De Brito	Isabella Vitelli	
	ResMed (TVC)	MINT Films	Prod. Co-ord	Andrew Seaton	Nick Mutton	
	Goodbye, My Dearest (Short)	Collider	Prod. Co-ord	Dylan Duclos	Isabella Vitelli	
2023	Strong Safe Fabulous (OLV)	DIVISION	PM	Lula Cucchiara	Sarah Nichols	
	Country Road (TVC)	DIVISION	PA / DA	Ben Dean	Christiana Roberts	
	ROLLiN' Insurance (TVC)	DIVISION	PA	Mrzyk & Moriceau	Sarah Nichols	
	Royal Otis / Fried Rice (MV)	OURNESS	1st AD	Ady Neshoda	Madeleine Purdy	
	Partners Life (TVC)	DIVISION	PA	Sanjay De Silva	Christiana Roberts / Ema Thornell	
	Flybuys (TVC)	DIVISION	PA	Lula Cucchiara	Sarah Nichols / Christiana Roberts	
	Mild Themes (Web Series)	Independent	1st AD	Madeleine Purdy	Edward Watson	
	Ruel / IDWBLY (MV)	Siren Films	2nd AD	James Chappell	Yiani Andrikidis	
	My Mum, Your Dad (Series 2)	ITV Studios	Runner / Driver	-	Lena Buchanan	
	BIG W (Social)	Hogarth	PA	-	Krish Mistry	
	Prospa (Social)	Independent	Prod. Co-ord	-	Katrina Wise	
	Australian Labour Party (TVC)	Still Rep	PA	-	Chris Hemmings	
	2022	Concrete (Short)	Almanac	PA	Renee Kypriotis	Manuela Leigh
		Nerve Damage / Drip Fed. Mised (MV)		PA	Madeleine Purdy	Madeleine Purdy

PRODUCTION EXPERIENCE

	POSITION	COMPANY	RESPONSIBILITIES
2023	Production Assistant 6mo, full time / in-house	DIVISION	PPM Documents Layouts (Google Slides / InDesign) Creating Breakdowns & Shoot Schedules Generating & Distributing Call Sheets Crew & Talent Booking / Communication Cast Coordination Sourcing & Researching Locations National & International Travel Organisation Distributing & Tracking Petty Cash / Per Diems Director Treatment Design & Image Research Entering Awards Nationally / Internationally Pitch Bidding & Quoting

TECHNICAL / OTHER

MacBook Pro
Microsoft Office Suite
Adobe Premiere Pro / InDesign
Subaru Forester, 2014
Driver License (Auto), P2
Working with Children Check / WWC2616950E
Full COVID-19 Vaccination
Languages, native English / intermediate Tagalog

EDUCATION

UTS, Bachelor of Communication / Media Arts & Production
UTS, Diploma of Communication / Digital & Social Media

REFERENCES

Sarah Nichols / Senior Producer
Isabella Vitelli / Producer
Christiana Roberts / Producer, PM

*reference contact details upon request