

ADRIANA MOURELLE

SCRIPT SUPERVISOR & AD

This CV may be kept on file and distributed for employment purposes

CONTACT

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Birmingham | London | Manchester

EDUCATION

CREATE CENTRAL BOOTCAMP IN DRAMA AND SCRIPTED TV

University of Birmingham
2023

MSC MARKETING, CORPORATE COMMUNICATIONS AND EVENT PRODUCTION

Universidad Complutense de Madrid
2015 - 2016

IMPORTANT INFO

Full clean driving licence 10+

Enhanced DBS certificate

European passport

Safeguarding training

Production Safety Passport

Conflict resolution training

Microsoft Office & Google Workspace

Final Draft

Script proofreading

Keen eye for detail

Organisational skills

Communication skills

Problem-solving skills

Bilingual: Spanish & English

PROFILE

I am a highly organised and enthusiastic individual with a background in acting and theatre production. I can multitask and remain calm under extreme pressure. I communicate effectively across departments and excel in problem-solving. A team player with a keen eye for detail, I am committed to working to the highest standards.

EXPERIENCE / CREDITS

1ST AD: GO SEE THE STARS (SHORT FILM)

JULY 2024 - Dir. and prod: Tom Woolley

1ST AD: THE TOUGHEST OPPONENT (SHORT FILM)

MAY - JULY 2024 - Dir: John Charlton - Prod: Blayne Kelly

SCRIPT SUPERVISOR: THE CALLING (SHORT FILM)

APRIL 2024 - Dir: Mark Corden - Prod: Emmeline Hartley

SCRIPT SUPERVISOR: HAPPY BIRTHDAY BUDDY (SHORT FILM)

MARCH 2024 - Dir. and prod: Tom Woolley

SCRIPT SUPERVISOR: LETTERS FROM SPACE (SHORT FILM)

MARCH 2024 - Dir: Rory Rawson - Prod: Lauren Shirley

SHADOWING ART DEPARTMENT: BBC DOCTORS

NOVEMBER 2023

- Shadowed the art department and assisted with set decoration
- Learned techniques for prop handling and placement
- Observed the coordination of visual elements with production requirements
- Gained insight into the role of art direction in enhancing storytelling

SHADOWING AD DEPARTMENT: BBC DOCTORS

OCTOBER 2023

- Shadowed the AD department and actively participated as a runner
- Assisted in coordinating talent and managing set logistics
- Used radios for effective communication
- Learned protocols for managing crew and cast movements
- Observed scheduling and production coordination processes

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SHADOWING SCRIPT SUPERVISOR: BBC DOCTORS

OCTOBER 2023

- Shadowed and assisted Mara Etienne-Manley
- Focused on timing and continuity
- Observed and took notes on the process of creating detailed notes for the editor
- Learned how to compile daily production reports to maintain accurate records

SCRIPT SUPERVISOR: EULOGY (SHORT FILM)

SEPTEMBER 2023 - Dir: Olly Poulter - Prod: Jack Onslow

3RD AD: THE CORRECTION UNIT (FEATURE FILM)

AUGUST - SEPTEMBER 2023 (First Production Phase)

Dir: Derry Shillitto - Prod: Ashley Carter and Luke Radford

- Managed background actors and coordinated their movements on set
- Assisted with the preparation and distribution of call sheets
- Ensured smooth communication between the 1st AD, 2nd AD, runners and other departments
- Supported the AD team in maintaining production schedules and scene transitions
- Assisted in overseeing safety protocols and maintaining order on set

1ST AD: IF YOU GO DOWN TO THE WOODS (SHORT FILM)

APRIL 2023 - Dir. and Prod: Duncan Woodhouse

ADDITIONAL EXPERIENCE

INTERNATIONAL ARTISTS COORDINATOR: GOYA AWARDS 2016

FEBRUARY 2016

- Coordinated logistics and scheduling for international artists attending the event
- Managed communication with artists, agents, and representatives to ensure smooth participation
- Ensured artists arrived at the red carpet on schedule

COMMUNICATIONS ASSISTANT: UNIVERSIDAD EUROPEA DE MADRID

2016

- Created press notes and managed communication with media outlets
- Assisted in organizing university events, including coordinating logistics and schedules
- Facilitated communication with the press during interviews and campus visits
- Developed content and materials for the university's website and social media platforms

References available on request