

ANDY KELK

Production Manager

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Television production manager with entertainment, factual, reality, studio & location credits.

PERSONAL STATEMENT:

An experienced Production Manager with the skills and abilities to make a positive difference. Trained as a Floor Manager and 1st Assistant Director with a spell at Location Producing thrown in for good measure. I have managed both small and large productions delivering high quality broadcast material while observing budget and schedule restraints. My credits include, entertainment, fixed rig, quiz, factual, reality, talent led, studio, location, live and recorded productions. My strengths lie in people management, collaboration and negotiation with the ability to develop and motivate the production team. I have the ability to keep the project on the critical path, maintaining the company objectives while achieving a successful outcome for all concerned. Past productions have benefited from my reliability, focus and passion with a dry sense of humour and respect for colleague views & abilities. When not working I like to keep up to date with current affairs, the entertainment industry through theatre, film and television and the world of rugby union, being a former Sevenoaks player, a current Northampton Saints fan and past witness to England winning the 2003 world cup while I was based in Sydney Australia.

RECENT PROJECTS INCLUDE: (Please visit www.andykelk.com to view full credit listing)

COVID-19 IMPACT Feb 2020 – CURRENT
Production: "Stay at Home"
Job Title: Project / Production Manager

- Successfully studied for the "Coronavirus basic awareness in production" certificate via Screenskills
- Continued to observe Covid 19 updates and revised existing skills & abilities accordingly

Swan Films Ltd Aug 2019 – Oct 2019
Production: Akram MMA (WT)
Job Title: Production Manager
Broadcaster: Channel 4 (60')

- Took initial production management ownership of the project
- Kept a realistic overview during the production prep process inc budget, crew and kit negotiation

Swan Films Ltd June 2019 – Aug 2019
Production: My Famous Babysitter (Fixed Rig)
Job Title: Production Manager
Broadcaster: UKTV (4 x 60')

- Negotiated, tailored and monitored the unique elements of each episode to achieve the successful outcome
- Created detailed workflow for both production and postproduction to follow and achieve project goals

Chwarel cyf (Quarry Ltd) July 2018 – May 2019
Production: The Great House Giveaway
Job Title: Production Manager

- Established fully functional remote Production office in Manchester
- Managed Post and Data Wrangling crew & facilities.

OTHER INFORMATION

Full, auto/manual, clean, UK and Abu Dhabi driving licence, valid passport. experience working in Nigeria, USA, Spain, Borneo, Abu Dhabi and Australia. Previous Senior Floor Manager credits include: Gladiators, Blind Date, The Royal Variety Performance, Mike Yarwood, Des O'Connor, An Audience with Kylie Minogue, Tom Jones, Rod Stewart, Ronnie Corbett and Shirley Bassey, Rainbow , Sport, Factual and News reports and many more.

QUALIFICATIONS

Certified Associate in Project Management (CAPM)	PMI	Year completed 2017
Prince2 foundation certified	EXIN	Year completed 2017
Diploma in Stage-management	University of London - Central School of Speech & Drama	Year completed 1982
5 GCSE Grades A - C	Hills Rd Sixth Form college, Cambridge	Year completed 1978

PROFESSIONAL DEVELOPMENT

Competent in Microsoft Office, BBC health and safety / Equal opportunities training, Prince2 and Certified Associate of Project Management (CAPM) certification.

PAST CREDITS INCLUDE POSITION COMPANY LOCATION

Live,Studio & Documentary projects 3mth	Production Manager	Twofour54	Abu Dhabi
An Audience with Kylie Minogue	Production Manager	LWT/ITV	London
I'm a Celebrity- Get me out of here!	Location Producer	LWT /ITV	Australia
Survivor (Location & Studio)	1 st Assistant Director	Channel 4	Borneo
Are you Smarter than a10-year old? (OB)	Production Manager	Twofour/Sky 1	Elstree
Re Born in the USA (location)	Location Producer	LWT/ITV	USA
Capstone Premier League Giveaway	Production Manager	Capstone Sport	Nigeria

CAREER OVERVIEW

1992 - Current day	Production / Project Manager / Location Producer	Freelance
1987 - 1992	Senior Floor Manager / 1 st Assistant Director	LWT
1983 - 1987	Floor Assistant	Thames
1982 - 1983	Theatre Stage Manager	Freelance

OTHER RELEVANT ACHIEVEMENTS

1993 Set up and co-managed corporate event company "Longfellow Productions Ltd"
Key member of the initial highly profitable "I'm a Celebrity-Get me out of here!" development team.

HOBBIES AND INTERESTS

While not working on projects and productions I enjoy theatre and live events, DIY, gardening, dog walking and flying, as a passenger, when permitted, to foreign countries. I am a qualified PADI diver and enjoy Rugby Union. Completed 5 parachute jumps with the Red Devils, as you do, following their appearance on CBTV
In 1978/79 launched and ran the initial East Anglian "Beaver Lodge" (Scouting Movement) for 6-8yr olds