

Media CVs

This guide focuses on producing the type of entry level CV that is considered appropriate in the media industry, especially film and TV production. Your CV ideally needs to be one side of A4 but can be up to two sides of A4.

Media professionals in the creative industries are most likely to scan your CV as they will review large amounts of CVs themselves, rather than someone in a HR department. This is why it is very important to make your CV clear and concise, using active language to grab the reader's attention.

Your CV needs to demonstrate:

Evidence of relevant skills – for example, if you are applying for a runner role you need to demonstrate you have the skills required for that role.

Relevant experience – this could include previous work experience gained, participation in extra-curricular activities such as amateur productions, and relevant society groups.

Enthusiasm / Commitment – to work in that role or department

What you need to include

Personal details

- Name
- Address
- Telephone number
- Email
- Website address or URL of online showreels / portfolio
- LinkedIn / professional social media accounts

Key skills

- Equipment, e.g. operating boom, studio mics
- Software, e.g. Photoshop, Avid Pro, HTML
- Languages
- Driving licence
- First Aid and / or Health & Safety

Production experience

- Production, position and date

Relevant experience

- Company, position and date

Additional experience

- Role, company and date

Education

- Degree
- A levels

EXAMPLE

JOE BLOGGS

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Key Skills

- Developing knowledge of using Avid and Final Cut
- Experience of working in professionally-equipped studios, quickly learning key concepts and techniques of media production
- Intermediate user of Photoshop and HTML
- Car owner, with full clean driving licence
- Qualified basic first aider
- Competent user of all Microsoft packages and knowledge of MAC software
- Excellent interpersonal skills demonstrated through working with a variety of people; able to establish positive working relationships quickly

Production Experience

Abstract, Experimental Media Production	Director	2020
A Day in Life, Fiction Film Production	Editor	2019
Ted Talks, Aberystwyth Arts Centre	Camera operator	2019

Relevant Work Experience

Hinterland, Fiction Factory (2-month placement)	Day runner	2019
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Additional Experience

Seabreeze Hotel and Bar, Aberystwyth	Waiter	2018 – 2020
Radio Bronglais, Aberystwyth (hospital radio)	Presenter	2019

Education

BA Film and Television Studies: Aberystwyth University	2018 – 2020
A Levels: English (A), Media Studies (A), Art (B): Cawdon High School	2016 – 2018

GDPR: This CV may be kept on file and shared for employment purposes