

MEAGHAN CAREY



1ST ASSISTANT PRODUCTION COORDINATOR

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1st Assistant Production Coordinator	IT: Chapter Two Exec. Producers: Marty Ewing, Barbara Muschietti PM: Anna Beben PC: Cheryl Francis	Feature Film May 2018 – November 2018	Warner Bros.
1st Assistant Production Coordinator	In the Dark Co-Exec. Producers: John Weber, Frank Siracusa Producer: Andrea Raffaghello PM: David Vaughan PC: Cynthia Poulter	TV Pilot February 2018 – April 2018	CBS
1st Assistant Production Coordinator	Good Witch Season 4 Exec. Producer: Andrea Raffaghello Producer: Frank Siracusa PM: Kimberley Bradley PC: Cynthia Poulter	Television Series July 2017 – February 2018	Whizbang
1st Assistant Production Coordinator	Killjoys Season 3 Producer: Lena Cordina PM: Chris Shaw PC: Jackie Alexander Moulson	Television Series January 2017 – May 2017	Boat Rocker
Travel Coordinator	American Gods Season 1 Producer: David Coatsworth PM: Lisa Kussner PC: Jackie Alexander Moulson 1 st APC: Penelope Kennedy	Television Series March 2016 – November 2016	Fremantle
2nd Assistant Production Coordinator	Orphan Black Season 4 Producer: Claire Welland PM: James Crouch PC: Adrian Sheepers 1 st APC: Catherine Cooper	Television Series September 2015 – March 2016	Temple Street
1st Assistant Production Coordinator	Charming Christmas Producer: Jon Eskenas Line Producer/UPM: Andrea Raffaghello PC: Cynthia Poulter	MOW May 2015 – July 2015	Whizbang
1st Assistant Production Coordinator	Hemlock Grove Season 3 Producer: Gerrit van der Meer Line Producer/UPM: Lena Cordina PC: Shelley Boylen	Television Series April 2015 – May 2015	Gaumont
2nd Assistant Production Coordinator	Hemlock Grove Season 3 Producer: Gerrit van der Meer Line Producer/UPM: Lena Cordina PC: Shelley Boylen 1 st APC: Lucas Madigan	Television Series December 2014 – April 2015	Gaumont

Executive Producer's Assistant	Killjoys Season 1 Producer: Reggie Robb PM: Gina Fowler, Lisa Kussner PC: Vair MacPhee 1 st APC: Eric Gamache	Television Series June 2014 – November 2014	Temple Street
Producer's Assistant	The Strain Season 1 Producer: J. Miles Dale PM: Anna Beben PC: Marie-Claude Harnois 1 st APC: Cheryl Francis	Television Series July 2013 – May 2014	FX - 20 th Century Fox
Producer's Assistant	Nikita Season 3 Producer: Marc David Alpert PM: David Till PC: Janet Gayford 1 st APC: Basil Person	Television Series March 2013 – May 2013	Warner Bros.

Other Qualifications

- Extremely reliable, responsible, and confidential in nature
- Ability to multi task and meet deadlines in a high-pressure environment
- Proficient in: Scenearchive, Adobe Acrobat, Microsoft Suite (Word, PowerPoint, & Excel), and Mac OSX Software
- Familiar with ordering from suppliers (ex. Hyatt Stationary, Total Two Way, Dandy Computers, William F. Whites, SIM, etc.)
- Valid Canadian Passport and G driver's license
- WHMIS certificate

Education

2010 - 2011 Advanced Television and Film Post-Grad Certificate	Sheridan College
2006 - 2010 Honours B.A. Combined Degree in English and Film Studies	Wilfrid Laurier University