

# RICHARD MATHWIN (Richee)

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<b>Personal Statement</b>	<p>I am a skilled editor and director. In 2003 I studied for a HND and BSC in Multimedia Technology at Leeds Metropolitan University and in 2009 I completed a PGDip in Film Production at The Northern Film School in Leeds. I have continued to work on my own and others projects splitting my time between film making and voluntary film making schemes for groups such as Media Box/Media Trust.</p> <p>I am the Managing Director of video production company Big Media Film, although due to my wife and I adopting our son in 2015 I have been undertaking more flexible work as detailed below. I am currently a freelance Video Journalist for Made in Leeds TV in West Yorkshire. This involves the planning, filming and editing of news pieces for the channel.</p> <p>With a strong work ethic, I like to work hard and take pride in ensuring a job well done. I enjoy public facing/customer facing roles, and present as an approachable, amenable person.</p> <p>I am keen to learn and open to development opportunities.</p>
<b>Key Skills/Experience</b>	<ul style="list-style-type: none"><li>● Skilled Filmmaker – production, post-production, sound design, colour grading, directing, 1<sup>st</sup> assistant directing, producing.</li><li>● Skilled with Final Cut Pro/X, Adobe Premiere, Photoshop and After Effects.</li><li>● Customer service/effective communication skills.</li><li>● Retail/sales experience.</li><li>● Administrative skills.</li><li>● Excellent computer literacy.</li><li>● Excellent problem solving ability.</li></ul>
<b>Education</b>	<p><b>2008-2009 Northern Film School</b> Distinction in PGD Film and Television Production</p> <p><b>2003 -2006 Leeds Metropolitan University</b> 2.1 BA in Multimedia Technology.</p> <p><b>1998-2000 Hartlepool College of Further Education</b> Merit in Advanced GNVQ Media Production</p> <p><b>1993-1998 High Tunstall School</b> 10 GCSEs at grade C or above</p>

<b>Work History</b>	<p><b>OCT 2018 – Present – Leeds TV - Freelance Video Journalist</b></p> <ul style="list-style-type: none"> <li>● Self shooting news stories.</li> <li>● Editing and delivering to tight deadlines.</li> <li>● Presenting to camera live and in the studio</li> </ul>
	<p><b>May 2017 – Oct 2018 – PA/Care assistant</b></p> <ul style="list-style-type: none"> <li>● PA for young man with autism and learning disability.</li> <li>● Organising day trips and overnight visits.</li> <li>● Managing difficult and challenging behaviour with calmness and professionalism.</li> </ul>
	<p><b>Aug 2011 – Present - Big Media Film - Film Director/Editor</b></p> <ul style="list-style-type: none"> <li>● Film and Multimedia production.</li> <li>● Meeting and working with clients on all aspects of their projects from pre-production, through production and post-production.</li> <li>● Administration and accounting associated with business.</li> <li>● Projects include promotional videos, music videos and short narratives.</li> </ul>
	<p><b>Aug 2007 – Feb 2008 - ITV Yorkshire - Technical Operator</b></p> <ul style="list-style-type: none"> <li>● Duplication, conversion, quality control of TV programs for distribution to clients internationally, adhering to strict deadlines.</li> <li>● Required a strong ability to multitask, and excellent time management.</li> </ul>
	<p><b>March 2005 – March 2008 - Dubit Ltd - Internet Moderator</b></p> <ul style="list-style-type: none"> <li>● Moderating message boards for inappropriate content, removing such content as necessary.</li> <li>● Moderating the Dubit youth chat site, administration of use profiles and monitoring for inappropriate behaviors, reporting as necessary.</li> </ul>

**References are available on request**