

**Charles Hills**  
**Filmmaker | Producer | Assistant Director**  
**London**

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## **Overview**

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Resolute filmmaker skilled at realising excellent creative outcomes while operating within commercial and logistical constraints. Strengths lie in completing complex projects through diligent planning and building robust relationships with all contributors.

Demonstrable record of success in episodic TV, feature film, and short film productions. Experience in budget management, shot list coordination, production scheduling, on set management and problem-solving.

Diligent, systematic, and collaborative member of many film production teams.

## **Career Summary**

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### **'Marion's Lilles' (2024) – Short Film - Second Assistant Director**

Demonstrated leadership in managing conflicts and ensuring compliance with legal and safety regulations. Co-ordinated location, completed health & safety risk assessments and managed intimate scenes logistics.

### **'Memoria' (2023) – Short Film – Second Assistant Director**

Collaborated closely with the director, producers, and other department heads, adapting to changes and solving problems under pressure. Diligently handled documentation such as call sheets and shot lists.

### **'Creek Street' (2023) – Short Film – Producer and First Assistant Director**

Led the development process, including planning meetings, location and talent selection, rehearsal management, budget estimation, location recce, feasibility management and risk management.

### **'You're a Psychopath. I Love You' (2023) – Short Film – First Assistant Director**

Managed a talented crew through tight shooting schedules across multiple locations. Oversaw intimacy and vehicle coordination. Successfully administered night shoots and break days.

### **'Sunset Lullaby' (2023) – Short Film – First Assistant Director**

Scheduled production around sunlight and changing weather patterns. Ran risk management and location coordination. Maintained industry-standard shooting schedule and call sheets. Managed crew and cast in line with relevant laws and regulations.

### **'Carol' (2023) – Feature Film – Second Assistant Director**

Generated script breakdown, shooting schedule and resulting call sheets. Organised on-set coordination, including talent management and problem-solving.

### **'Puritan' (2022) – Music Video – First Assistant Director**

Demonstrated the ability to multitask, make quick decisions, and work within budget constraints, essential for successfully leading a short film crew from pre-production to post-production.

### **'Sanctum' (2022) – Episodic TV Series – First Assistant Director**

Met budget demands, developed, and distributed call sheets. Executed shooting schedule through diligent time management.

## **Other Experience**

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### **'The Crown – Series Six' (2023) – Episodic TV Series – Internship shadowing 1st Assistant Director**

Experienced industry-standard quality for punctuality, organisation, adaptability, and diligence.

Observed the importance of being proactive, staying alert and taking the initiative professionally, and how collaboration, professionalism, and respect for others are essential in producing high-quality outcomes



### **'Call Time Ready' Training Course – (2023) Three Weeks course.**

Gained a combination of organisational, interpersonal, and critical thinking skills that contribute effectively to the success of a production. Studied time management, script breakdown and practical application of pre-production to production.

Primarily focussed on applied knowledge for the Assistant Director, Location and Production Office Departments.



## **Education**

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### **2021 – 2023**

Met Film School London  
Ealing Studios, Ealing Green, London, W5 5EP  
BA (Hons) - Practical Filmmaking (2.1)



### **2020 – 2021**

Awarding Body: University of the Arts London (UAL)  
Oaklands College, Welwyn Garden City, AL8 6AH  
Level 3 Extended Diploma - Film and Media Studies (Distinction)

