

HAZEL POOLE ZANE

ART DEPARTMENT/ SET DEC TRAINEE

I am a BA Fine Art graduate from Newcastle University. I have a year's experience assisting in the art department in commercials. I am actively seeking both assisting opportunities in the art department for commercials and music videos, and in set dec for film and TV.

Commercials and content experience:

10/2024 Assistant Buyer, Commercial

Production Designer: Rosy Thomas

Agency: Oh My! Creative

Client: Smart Energy GB

10/2024- present- Junior Creative, Branded content

Production company: Presence Team/ Young Presence

Client: Penhaligons

- Constructed and developed visual content for short form videos.

09/2024 Art Department Trainee, Commercial

Production Designer: Rosy Thomas

Director: David Mellor

Production Company: Presence Team

Client: Pokémon

07/2024 Art Department Runner and Assistant Buyer, Commercial

Production Designer: Zoe Koperski

Director: Jamie Lane

Production company: Presence Team

Client: Pokémon

06/2024 Art Department Assistant, Large scale event

Set Designer: Jade Adeyemi

- Set dressed multiple rooms and helped create props for a Marie Antoinette themed event.

05/2024 Art Department Assistant, Commercial

Production Designer: Dan Betteridge

Director: Us

Production company: Academy Films

Client: Morrisons

12/2023 Art Department Runner, Commercial

Production Designer: Ashling Johnson

Director: Marcus Liversedge

Production company: Presence Team

Client: Pokémon

Set/ Production design:

Upcoming (April 2025) Set Designer for 'The Inseparables', The Finborough Theatre, London

05/2024 Production Designer for 'Blood On Your Hands', Microbudget short film, Patch Productions

- Designed and create three key sets. Tasks included buying props, dressing and painting the set, creating graphics and working on standby during the shoot.

10/23- 02/2024 Associate Set Designer for 'Blood On Your Hands', Patch Plays The Southwark Playhouse, London.

- Sourcing and making props, managing the budget, sketching and mood-boarding ideas, assisting with building the set.

Other recent employment:

10/2023- Present- Front of House Assistant, The Marlowe Theatre.

07-09/2023 Box Office Supervisor, Underbelly, Edinburgh Fringe.

- Managed a large team of assistants and carried out a variety of administrative duties and ticketing requests to support the smooth running of fringe theatre shows.

01-04/2023 Scenic painter and Welcome Team Host, Vault Festival, London.

- Painted and dressed festival sets, knowledgeably advised customers on theatre and comedy shows, provided administrative assistance.

10/2022 Exhibitor Assistant, Frieze, London.

Phone: 07868120361

Email: hazelpoolezane@icloud.com

Bases in London and Kent- willing to travel/
relocate for work

Full Clean UK Driving License

Education:

2018- 2022 BA (hons) Fine Art (2:1)

Newcastle University

2017-2018 UAL Foundation diploma In Art and Design (Distinction)

UCA Canterbury

Skills:

- Experience working on location and in studios.
- Set dressing.
- Experience working on standby during shoots.
- Experience and knowledge of correct checking off procedures.
- Understanding of resets.
- Familiar with Superhire and Granger Hertzog.
- Understanding of script breakdowns, dressing lists and storyboards.
- Knowledge of petty cash forms.
- Basic prop making skills.
- Basic graphic design skills.

IT:

- Microsoft Office Suite and Google Workspace.
- Adobe Photoshop and Illustrator.
- Basic knowledge of Sketchup.
- Own laptop (Macbook)

Training:

2025 Art Department: Selected for Art and Props Assisting bootcamp, led by Alex Marden and Joe Withers.

2024 City Lit: Graphic Design Introduction course.

2023 Talking Point: Overview of The Art Department and Introduction to Set Decorating courses.

Volunteering:

2024 Kent Film Foundation- Assisting with running weekly workshops to help young people learn about filmmaking.

Awards and Achievements:

2022 Residency at Northern Print, Newcastle Upon Tyne.

References and portfolio available on request.

GDPR: I consent to this CV being kept on file and distributed for employment purposes.