

# Olivia Hodges

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## Personal statement

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I am an enthusiastic and professional individual who is looking to further develop my skills in the Entertainment sector. I am both adaptable and approachable, always striving to deliver a high level of customer service and collaboration. I am attentive to even the smallest of details. A strong team player who is always willing to go the extra mile and able to self-motivate. I have a flexible mindset that excels under pressure and strong ability to communicate in any situation.

## Key Skills

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- Excellent communication skills, both written and verbal
- Excellent time management, multitasker
- Proficient in Microsoft office, word, teams, PowerPoint, excel, outlook (email)
- Proficient in TvPaint, ToonBoon Harmony, Procreate, Adobe Suite (Photoshop)
- Problem solver with a flexible mindset
- Self-motivated and strong team player
- Works well under pressure, able to identify and resolve issues via problem-solving

## Project History

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### Producer - "Cloudy Day" Short Film

*(October 2025 – Present)*

### 2D Animator / Mixed Media Animator - "Space Sweepers"

*(March 2025 – May 2025)*

- Film was a finalist at the Rookies

### Technical Supervisor / Stop-Motion Animator - "Roots of Change"

*(October 2024 - January 2025)*

- Worked directly with the charity "Regenerative Farming"

## Employment History

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### Student Mentor - Falmouth University

*(January 2024 - Present)*

- Active Listener and Problem solver
- Critical thinker and Multi-tasker

- Provided high levels of Customer Service
- Computer and Customer Literate

### **Barista - Costa Coffee - Moto Services**

*(June 2024 – September 2024)*

### **Supermarket Assistant - Waitrose**

*(June 2023 – September 2023)*

Achievements and responsibilities:

- Acted as a mentor for new trainees
- Stock Rotation and promotional rotation
- Kept up to date with any new Waitrose Policies and Procedures
- Completed all mandatory induction training
- Trained in Reductions (including bulk chillers)
- Coffee Machine cleaning
- Supermarket picker for Deliveroo and Uber Eats
- Knowledgeable on shop floor layout and seasonal promotions
- Confident in product knowledge and customer support
- Proficient in using the BSM handset and headset

### **Café Assistant - The Ridge Café Coffee Shop**

*(April 2021 – August 2021)*

## **Education**

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### **Falmouth University**

*(September 2023 – Present)*

Currently studying for an Undergraduate degree in Animation.

### **Exeter College**

*(September 2020 – 2023)*

AS level in Graphic Communication, Grade: **A**

AS level in Classical Civilisations, Grade: **B**

Foundation Diploma in Art and Design, Grade: **Distinction**

### **St Luke's church of England School**

*(September 2014 – June 2020)*

10 GCSEs, grades 8-6 including Maths and English

## **Hobbies & Interests**

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I am coming to the end of University where I have been pursuing my passion for animation. I am a student mentor which is something that I am proud of as I enjoy helping others. Since starting University, I have had the opportunity to meet and be inspired by people from different backgrounds exploring their passions whether it's creative or academic. I've always loved art and how there are so many different ways for people to express themselves.

## References

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References are available upon request.