

AYBUKE SU KAVAS - CV

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Base: Putney, London
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Work Experience

2016 – ongoing - Producer, Production Coordinator, Script Consultant/Editor and Transcriber at Lunar Dragon Ltd.

2025-2026 – Production Tutor – London Film Academy.

2024-2026 – Producer – ‘The Plumber’(Short Film, Comedy) dir. by Alastair Train. - Overseeing the full production process from script development to post-production and festival strategy.

2024-2025 - Producer - 'Pearls' (Short Film, Horror) dir. by Alastair Train. - Overseeing the full production process from script development to post-production and festival strategy.

2022-2024 – Production Manager – Series of educational short films for SAVVY app. SAVVY Global & Flip Films. - Duties included casting, scheduling, call sheets, arranging, arranging accommodation and transport, overseeing petty cash spend, crewing up, cast and crew liaison, overseeing the daily running of the set, general logistical and administrative duties.

2021 - Production Coordinator - ‘Morningstar’(Feature Film, Docu-Drama), Trinity Digital, dir. by Murdo Macleod. - Duties included scheduling, call sheets, arranging locations including filming in graded and heritage sites, arranging accommodation and transport, overseeing petty cash spend, crewing up, cast and crew liaison, overseeing the daily running of the set, general logistical and administrative duties.

2021 - Covid Supervisor/Production Assistant - ‘Everyone Is Going to Die’ (Feature Film, Thriller/Horror), Golden Gate Motion Pictures UK. - Duties included risk assessment, establishing production covid-19 safety protocols, testing scheduling, managing PPE supplies, on-set supervision of compliance. Helping the Production Manager with logistical admin duties, overseeing the daily running of the set and cast and crew liaison.

2020 – Producer – ‘The Flower That Smiles Today’ (Short Film), 48 Hour Film Competition.

2020 - Co-Producer – ‘Breadcrumbs to Tokyo’ (Short Film, Drama), Gin Riot, dir. by Fred Leao Prado Duties included arranging travel, accommodation and transport, location negotiations, casting, crewing up, transcribing, general administrative paperwork, and clearances.

2019 - Production Coordinator – ‘Agent from Abuja’ (Feature Film, Thriller), Road 2 Redemption Films & Kuramo Bay Filmworks, dir. by Ade Adepegba - Duties included scheduling, logging daily production reports, arranging transport, overseeing petty cash spend, crewing up, overseeing the daily running of the set, assisting director and principal cast, negotiating equipment hire, general logistical and administrative duties.

2019 - Producer – ‘One-Way Glass’ (Short Film, Drama), Lunar Dragon, dir. By Nauman Khalid. - Overseeing the full production process from script development to post-production and festival strategy. Including; budgeting, scheduling, acquiring rights, logging daily production reports, arranging transport, casting, crewing up, overseeing the daily running of the set, general logistical and administrative duties.

2018 - Producer – ‘All Stretched Out’ (Short Film, Comedy), Trainwrecked Productions & Lunar Dragon, dir. by Alastair Train. - Overseeing the full production process from script development to post-production and festival strategy.

2017 - Executive Producer – ‘No More, No Less’, Lunar Dragon, dir. By Dusan Mrden

2017 - Production Assistant/Quality Check – ‘Google Digital Garage Localisation’, House of Greenland. - Duties included translating, transcribing, logging and quality checking English-Turkish video content and voiceover.

2017 - Production Assistant – ‘How not to Build a Brewery’ (Commercial), The Wagon. - Duties included on set assistance along all departments, producing call sheets, general logistical and administrative assistance to the production manager, arranging transport, assisting with location management and crowd control, handling petty cash flow.

2016 - Co-Producer – ‘Osteopathy’ (Short film, Comedy/Horror), Trainwrecked Productions & Lunar Dragon, dir. by Alastair Train. - Overseeing the full production process from script development to post-production and festival strategy.

2016 - Production Assistant – ‘Spoiled Rotten Stink’ (TV), Two Sons Media, dir. by Roger Spencer. - Duties included on set assistance along all departments, producing call sheets, general logistical and administrative assistance to the production manager, arranging transport, assisting with location management and crowd control, handling petty cash flow.

2016 - Volunteer – Sci-Fi London Film Festival - Duties included front of house and secretarial duties.

Education and Qualifications

2024 - BECTU Creative Industries Safety Passport

2022 - ScreenSkills certificate in Addressing unconscious bias: basic awareness in the workplace

ScreenSkills certificate in Introduction to mental health awareness at work

ScreenSkills certificate in Tackling harassment and bullying at work

2021 - First Option COVID-19 Supervisor Top Up Certificate

First Option Managing COVID-19 Risks on Productions Certificate

2020 – APA Covid-19 Assessment PASS – eligible for Covid-19 Supervisor

2020 – ScreenSkills Coronavirus Basic Awareness on Production Training

Safe Sets International Covid-19 Certificate

2014-2015 – Queen Mary, University of London – MA in Film Studies – Distinction

2013-2014 - London Film Academy - Filmmaking Certificate

2009-2012 - University of Kent BA (Hons.) 2:1 in Visual and Performed Arts

Additional Skills

Excellent knowledge of Microsoft Office for Mac and PC, Google Workspace, social media platforms, Celtx, Miro, WriterDuet. Basic knowledge of Movie Magic, Adobe Creative Cloud, Final Draft.

Experience with logistical and administrative production duties, general office duties, budgeting and overseeing budget, scheduling, call sheets, production reports, logging, transcription, translating, script reading and editing.

Fluent in English and Turkish, and basic knowledge in Spanish.

Can travel or relocate per project.

I can provide references if requested.

This CV may be shared and kept on file for employment purposes only.