

JANET FRANCIS  
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### **Art Department:**

I am a qualified Building and Interior designer with experience in using the Revit, Lumion, Enscape and Sketchup programs, as well as the Adobe platforms. I also have some experience in site survey. I have an eye for design and detail, including an understanding of the importance of detailed documentation, the steps from design concept to project completion, and legislation and compliance. I find solutions quickly to provide the best outcome within the given timeframe using the manpower and resources available.

I am competent in the use of basic construction tools and equipment and can liaise with other departments to ensure we achieve our common goal.

### **Costume Department:**

I have worked in the Fashion Design industry for many years as a pattern maker, cutter, and maker. I am experienced in making to measure men, women and children's garments including bespoke suits, bridal wear, evening wear and swimwear. I can construct patterns or reverse engineer garments without the need to disassemble or damage the item. I am competent in the use of leather, lace, lycra, linen, silk, sheers, and satins; as well as finishes such as lace, appliqué, embroidery, painting and 2D & 3D embellishment. I can construct 3D items from assorted materials including foam, wadding, padding and leather.

As with the art department, I look for solutions to quickly provide the best outcome within the given timeframe utilising the manpower and resources available. I have attached my CV to support my application. It shows I have a wide range of experience that enable me to bring important skills to either department, including:

- **Extensive experience in design, production, and customer service**
- **Sound knowledge of colour psychology and visual illusion**
- **Strong communication and people management skills**
- **Prioritise and produce quality work in required time frame**

I enjoy a challenge and am enthusiastic and self-motivated. I work well on my own or in a team environment and have the ability to multitask and prioritise to ensure the best use of time and resources.

Thank you for considering my application. Please contact me should you require any further information. I look forward to hearing from you.

**Yours sincerely,**

**Janet Francis**

## **EDUCATION AND TRAINING**

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Diploma Building Design (CPP50911) 2019

Diploma Interior Design (MSF50213) 2019

Advanced Diploma Interior Design (MSF60113) 2019

Franklin Covey Seven Habits of Highly Effective People 2013 (refresher)

Get Up To Speed – The Creative Collective 2012

2B Creative Branding (Helen Barber) 2012

DTRDI Sunshine Coast Social Networking 2011

Quantum Leadership Art of Public Speaking 2011

Certificate IV in Small Business Management 2012

Franklin Covey Leadership Program 2009

Franklin Covey Seven Habits of Highly Effective People 2007

How to Master Networking – Robyn Henderson 2006

Certificate IV in Assessment and Workplace Training (BSZ40198) 2004

Colour and Image Stylist – TAIC (Image Innovators – formally The Australian Image Company) 1999

Colour and Image Stylist – Beauty For All Seasons 1996

## **SKILLS and KNOWLEDGE**

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- Computer skills:
  - Revit
  - Lumion
  - Enscape
  - Sketchup
  - Microsoft Office (Word, Excel, Publisher, Powerpoint, One Note, Outlook)
  - Adobe suite (Photoshop, Illustrator, In-Design, Premier)
  - Social Media platforms (Facebook, Instagram, Pintrest, Mailchimp)
  
- Communication skills:

Excellent communication skills – verbal and non verbal

Pleasant, friendly, honest, and reliable

- Interpersonal / People skills  
First Person Skills  
Problem solving and negotiation skills to achieve best possible outcome
  
- Other Skills  
People management  
Organisation and time management skills  
Prioritise and multi task to meet commitments and deadlines  
Goal setting and tracking  
Working within a team or individually  
Proven track record of meeting and exceeding sales targets  
Discretion/confidentiality in dealing with clients' information  
Manage finances – budget and cash flow

## **CURRENT**

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2021 Nov – current     **YR Productions Pty Ltd - Young Rock Season 2**

Job - Costume Department - Cutter

Designer – Leesa Evans

Supervisor – Joanne Paterson

## **PREVIOUS EXPERIENCE**

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2021 Mar – 2021 Nov     **JE Productions – Screen Queensland Studios**

Job - Art Department - Set Designer

Production Designer – Michael Rumpf

2021 Feb – 2021 March **Asgard Productions – Love & Thunder, Fox Studios, Sydney**

Job – Costume Department - Maker

Designer – Mayes Rubeo

Supervisor – Ed Hanley

2020 Sept – 2021 Feb     **YR Production Pty Ltd - Young Rock**

Job – Costume Department - Cutter / Maker

Designer – Leesa Evans

Supervisor – Joanne Paterson

2020 Jan – 2021 April     Renovation to 3 bedroom holiday home, Brooms Head, NSW

2019 Aug – 2020 July     Renovation to 3 bedroom beachside apartment, Coolum Beach, Qld

2019 April – 2019 May **Rosy Haze Productions – Monster Problems**

Job – Costume Department - Cutter / Maker

Designer – Luis Sequeira

Supervisor – Mel Dykes

2019 Feb –2020 June Renovation to 3 bedroom Home, Maroochydore, Qld

2018 June – 2019 Dec Renovation to 3 bedroom beachside apartment, Marcoola Qld

2016 July – 2016 Aug **Asgard Productions - Creature Report – Thor 3-Ragnarok**

Job – Costume Department - Maker

Designer – Mayes Rubeo

Supervisor – Donna O’Neal

## **PAST HISTORY**

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### **1981-CURRENT**

Owner Innovative Living Designs - Providing Building and Interior Design solutions for renovations and new builds.

Fashion & design freelance work under labels: JANET FRANCIS, TALL POPPY, GAYJANVEE - contracted for fashion & related industries, advertising/ marketing agencies.

Providing services relating to Fashion design colour & image consultancy, film, television/commercials, theatre & performance work.

### **1996-2002**

Partner/owner - GAYJANVEE - Colour Image and Fashion Consultancy. Located in Coolum on the Sunshine Coast.

Services Provided:

- Fashion services
- Patternmaking
- Cutting
- Machining
- Production of small ranges
- Corporate uniforms
- Private orders for wardrobe
- Special occasion and
- Bridal wear
- Costume/theatre

- Corporate consultancy services

Created wardrobe and costumes for commercials and short films via agents for actors/performers on the Sunshine Coast and Brisbane and interstate. Eg:

- Underwater World Mooloolaba- Pirate and historical costume and Props
- Vivid Entertainment- Body puppets, costumes, and props
- Peek-a-boo Productions- Body puppets, props, costumes, and headwear
- Promoworks- Props, Body puppets, costumes, footwear, and headwear
- Airmare Theatre Productions- 5 annual productions, period costume and accessories, set dressing and makeup
- Agents representing the costume requirements for items for film & commercials

## REFEREE

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Michael Rumpf  
Production Designer  
[michael@flugzeug.com.au](mailto:michael@flugzeug.com.au)  
0418349507

Joanne Paterson  
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