

SARAH RECHT

PRODUCTION MANAGEMENT FOR (UN)SCRIPTED FILM AND TELEVISION

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Based in Cologne with option to relocate to the UK

Highly skilled production coordinator/manager with very good understanding of budgets, good knowledge of health & safety policies and work regulations in Germany and the UK. Experienced in international filming (EU, USA, Asia, Middle East) as well as in filming in difficult environments (jungles, deserts), with talent and children. Very organized team player who is up for a challenge.

KEY SKILLS

- Creating and managing cost managers up to 400k as well as short film budgets and cash flow plans up to 32k
- Film and festival funding (Film- und Medienstiftung NRW, DFFF, Ausfallfonds, EFFRE)
- Interviewing, hiring, supervising and training production coordinators / secretaries / assistants / runners
- Creating and distributing production paperwork incl. call sheets, movement orders and risk assessments
- Coordinating (inter)national travel & accommodation for cast and crew up to 100 people incl. visa and carnets
- Reconciling credit card payments and floats
- Working knowledge of Windows, MacOS, Microsoft Office, Google Workspace, PMI, Movie Magic Budgeting & Scheduling, Final Draft, Preproducer and FuzzleCheck
- Languages: German (native), English (CEFR C1), French (CEFR B2), Latin (Latinum)

(INTER)NATIONAL FILMING EXPERIENCE

Europe: Germany, Austria, The Netherlands, Belgium, United Kingdom, Spain
Middle East: Jordan
Asia: Vietnam
North America: United States of America (Nevada, Arizona, California)

CREDITS

FEAUTURE FILMS – CINEMA

Production Coordinator	The Hive (W/T) Thriller	augenschein Filmproduktion	Cologne 07/2025 – 08/2025	D: Martín Rosete P: M. Leo, J. Katzenstein PM: C. Herzog-Reichel
Production Coordinator	Virginia Woolf's Night and Day Period Drama	GLISK Asterisk Films Piccadilly Pictures	Cologne 11/2024 – 12/2024	D: Tina Gharavi P: J. Link, P. Steffens PM: H. Lam, M. Mütznier
Production Coordinator	Strange River Coming of Age Drama	Schuldenberg Films Alma Cinema A.I.E. Miramemira	Bad Endorf 06/2024 – 08/2024	D: Jaume C. Muxart P: S. Ahrens, F. Altenried PM: M. Herrmann
Line Producing Assistant	Fabula Black Comedy	2Pilots Filmproduktion New Ams Film Company	Cologne 11/2022 – 01/2023	D: Michiel ten Horn P: J. Siepman, H. Flöter LP: M. Grönwoldt

FEAUTURE FILMS – TELEVISION

Production Coordinator	Rosamunde Pilcher: Our Holiday Drama for ZDF	FFP New Media	Newquay 02/2025 – 06/2025	D: Dagmar Seume P: E. Bolz
Production Coordinator	Rosamunde Pilcher: A Touch of Magic Drama for ZDF	FFP New Media	Newquay 02/2025 – 06/2025	D: Karola Meeder P: E. Bolz

SHORT FILMS				
Production Manager	Tank Boy (W/T) Drama	Normal Life Pictures	London 10/2024	D: Hugo Berkeley P: B. Pullen, R. Priseman
Production Manager	Dead Weight Drama	National Film & TV School	London 12/2023 – 02/2024	D: Reiff Gaskell EP: L. Jouselme
Production Manager	Immaculata Psycho Thriller	Filmfaust Kim Lêa Sakkal Prod. Collective Cinema	Cologne 05/2023 – 07/2023	D: Kim Lêa Sakkal P: C. Herzog-Reichel
Production Coordinator	The Nobody Drama	National Film & TV School Amazon Prime	London 11/2023	D: Razan Madhoon P: P. Barker-Smith
Production Secretary	Max oder der Tag an dem ich nach links schipperte Children	l'image media	Cologne 08/2012 – 06/2014	D: Thomas Hauck P: M. Schulz
Production Assistant	Goodbye Mama Drama	National Film & TV School	London 09/2023 – 10/2023	D: Mykea F. Perry P: L. Leach
Producer's Assistant	Inflicted Kindness (W/T) Drama	National Film & TV School	London 07/2024	D: Gaia Dzhahinian P: L. Leach

UNSCRIPTED TELEVISION				
Production Manager	Earlier (W/T) Music	National Film & TV School	London 10/2023 – 11/2023	PE: J. Boyers
Production Manager	KIN Documentary	National Film & TV School	London 09/2023 – 03/2024	P/D: A. Johnstone
Production Coordinator	Gold Rush: Mine Rescue with Freddy and Juan, Series 3 Factual for Discovery	Raw TV	London 02/2023 – 04/2023	PE: Adam Hayes LP: D. Niven
Production Coordinator	SAS: Who Dares Wins, Series 8 Constructed Factual for Channel4	Minnow Films	London 06/2022 – 10/2022	PE: R. Roden LP: K. Taylor
Production Coordinator	Celebrity SAS: Who Dares Wins, Series 5 Constructed Factual for Channel4	Minnow Films	London 06/2022 – 10/2022	PE: R. Roden LP: K. Taylor
Production Coordinator	Special Forces: World's Toughest Test, Series 1 Constructed Factual for FOX	Minnow Films	London 05/2022 – 06/2022	PE: R. Roden
Production Secretary	Bares für Rares, Daily Factual Entertainment for ZDF	Warner Bros. ITVP Germany	Cologne 03/2020 – 08/2020	PE: J. M. Skavron PM: D. Schindler
Production Secretary	Bares für Rares, Prime time Factual Entertainment for ZDF	Warner Bros. ITVP Germany	Cologne 03/2020 – 08/2020	PE: J. M. Skavron PM: D. Schindler

ADDITIONAL INDUSTRY EXPERIENCE

Localisation Producer

Digital Media Services UK Ltd, London, 10/2021 – 04/2022

Production Manager (former Production Assistant)

Cologne Film Festival, HMR International GmbH & Co.KG, Cologne, 08/2014 – 01/2017

Event/production management for the Cologne Film Festival 2014, 2015, 2016, International Film Awards NRW 2015, 2016, various workshop events and delegation trips for media professionals

Production Secretary (in house)

l'image media GmbH, Cologne, 08/2012 – 06/2014

Production management assistance for various ENG productions

EDUCATION

Film and Television Studies: Master of Letters

University of Glasgow, 09/2020 – 09/2021

Production Management for Film and Television: Postgraduate Certificate

National Film & Television School, London, 09/2023 – 03/2024

Economics: Bachelor of Science

University of Cologne, 04/2015 – 02/2020

Management Assistant for Audiovisual Media: Apprenticeship EQR Level 4

Chamber of Commerce and Industry, Cologne, 08/2012 – 06/2014

ADDITIONAL QUALIFICATIONS AND TRAININGS (SELECTION)

Production Manager (unscripted TV): CPD Course

ScreenSkills & DV Talent, hybrid, 03/2023 – 09/2023

Story for Script Development: CPD Course

John Yorke Story, online, 01/2022 – 03/2022

Sustainable Production: Training Course

Albert, London, 09/2023

Production Safety Passport: Training Course

Mark Milsome Foundation, London, 09/2023