
JAYA KHOOBSURAT

redswagfilms@redswagfilms.com

Summary

Creative and resourceful Film & Media Professional with extensive experience across screen production, music, and education. Produced and directed award-nominated documentaries and short films, including *Fire Water* and *Don't Look. Won't Find*, with screenings at major festivals and competitions such as the 48-Hour Film Project (Dubai) and Crazy8s Film Festival (Vancouver). Skilled in pre- to post-production workflows, project management, and cross-cultural collaboration. With over 13 years of teaching experience (including 3.5 years delivering film, photography, and design in the UAE), I bring strong leadership, mentoring, and communication skills that enrich creative teams. Complemented by customer service, hospitality, and decluttering consultancy experience, I offer a versatile background bridging artistic vision, technical execution, and people-centred collaborations.

Skills

- Film Production (Pre-production | Directing | Post-production)
 - Music Performance & Composition (Jazz, Classical, Contemporary)
 - Voiceover & Sound Editing
 - Documentary & Short Film Production
 - Editing (Adobe Premiere Pro, Final Cut Pro, iMovie, ProTools basic)
 - Photography & Creative Media Instruction
 - Teaching, Mentoring & Team Leadership (Film/ESL/Creative Arts)
 - Customer Service & Retail Support
 - Hospitality & Feng Shui Decluttering Consulting (Spit Spot)
 - Cultural Sensitivity & Multilingual Learning Environments
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Experience

Producer/Director/Editor	01/2010 to Current
Tyrian Pearl Productions /Sapphire Eyes Productions	Australia, Canada, India, United Arab Emirates, Holland
<ul style="list-style-type: none">• Produced multiple short films and documentaries, including <i>Fire Water: Australia's Industrial Fluoridation</i>, <i>Disgrace</i> and <i>Don't Look. Won't Find</i>.• Directed <i>Veil</i> for the 48-Hour Film Project (Dubai, 2016).• Set Supervisor & Costume Department, <i>Extra Ordinary Amy</i>, Crazy8s Film Festival (Vancouver, 2018).• Produced <i>The Pivot Project</i> (2019–2020), delivering video business cards.• Edited and designed credits, title sequences, and audio for 20+ short films.• Selected works showcased at festivals, school exhibitions, and community screenings.	
Production Roles	01/2008 to Current
Various Film Projects	Australia
<ul style="list-style-type: none">• Roles: Production Manager (<i>Poppy Seeds Promo</i>), Production Assistant (<i>White Blank Page</i>), Continuity (<i>Clearwater</i>), Costume/Set Supervisor (<i>Extra Ordinary Amy</i>).• Developed strong hands-on experience across camera operation, lighting, location management, and sound recording.	
Assistant Manager/2IC	01/2018 to 01/2025
Victoria's Basement	Brisbane CBD
<ul style="list-style-type: none">• Supported store operations during establishment phase, including open/close procedures, staff delegation, task scheduling, and register counts.	

- Liaised with distributors on stock deliveries; coordinated merchandising and product pricing updates.
- Trained staff in equipment use and supervised cleaning/maintenance schedules for a multi-level store.
- Developed strong knowledge of 32k+ stock lines spanning cookware, glassware, electricals, and global pantry items.

Private ESL Tutor **01/2022 to 01/2024**
Tyrian Pearl Productions **Brisbane/Online**

- Delivered customized academic support in **English** for migrant students, achieving a 30% improvement in test scores within 3 months.
- Facilitated 200+ one-on-one virtual sessions using interactive digital platforms.

Domestic Cleaner & Decluttering Consultant / Statewide **01/2002 to 01/2023**
Tyrian Pearl Productions (Spit Spot Feng-Shui Declutter & reset) **QLD**

- Delivered structured cleaning and Feng-Shui decluttering consultancy for residential clients, improving space utilization by 40%.
- Prepared meals for 8–40 guests in outback station settings, reducing food waste by 20%.

Creative Media Teacher (Film, Photography, Art) **01/2014 to 01/2017**
STS-Adveti Technical College **Ajman/Al Ain, UAE**

- Delivered engaging instruction in BTEC III (Film, 2D Animation, Photography, Art) to 2,400 students across 3.5 years (approx. 700 annually).
- Increased student assessment scores by 85%, achieving near-universal pass rates through structured projects and individual mentoring.
- Guided practical studio productions; over 40 student projects selected for showcases and festivals.
- Designed integrated digital media curricula, raising participation in creative competitions by 50%.

Research Assistant & Script Editor **01/2007 to 01/2007**
Travel Wild (Below H2O Productions) **Australia**

- Assisted with documentary research and script editing.
- Supported voice coaching and on-location production tasks.

Sales Assistant **01/2000 to 01/2005**
Bed Bath n Table **Gold Coast**

- Assisted in store setup, unpacking 5–40 pallets weekly depending on seasonal demand.
- Supported the manager to improve sales performance by 85% through consistent customer service and high quality merchandising.

Store Manager **01/1995 to 01/2005**
Ivory Coast Travel & Safari **Brisbane**

- Recruited, trained, and supervised a team of 8 staff, achieving an 80% retention rate.
- Exceeded quarterly sales performance targets while managing day-to-day retail operations.

Education

Graduate Certificate in Film & Television **2020**
University of South Australia Adelaide, SA

Bachelor of Arts: Music; Screen Production **2008**
Griffith University Brisbane/Gold Coast, QLD

TESOL III: English For 2nd Language Learners **2008**
Teach International Brisbane, QLD

Diploma of Retail Sales Skills **1990**
First Impressions Retail Sales Training Brisbane, QLD