

Paul Melville – Live Event Professional

07517 958074

paultrademark@gmail.com

www.linkedin.com/in/paultrademark

SKILLSET

Crowd Manager - Gate Manager - Campsite Manager - Area Manager - Security Manager
Accreditation Manager – Access Control – Production Traffic - Car Parking & Traffic Stewarding

TRAINING & QUALIFICATIONS

Level 5 – Award in Crowd Safety Management – April 2023
Level 3 – Fundamentals of Crowd Safety – March 2022
IOSH Managing Safely – March 2022
Emergency First Aid at Work – March 2022
ACT Security eLearning – February 2022
ACT Awareness eLearning – February 2021
SIA Door Supervisor – Currently held since May 2010

PERSONAL PROFILE

Over 32 years' experience in the event industry, primarily in the security sector and my career progressed from Safety Steward to Security Manager.

Worked on high-profile events such as Glastonbury Festival, Reading Festival, T in the Park, Glasgow Commonwealth Games, G7 Cornwall, Womens Euro 2022, SoundStorm 22 and many others.

Other roles include but are not limited to Gate Management, Accreditation/Access Control Management, Campsite Management and Traffic Management.

Excellent customer service skills and focusing strongly on positive experiences for repeated business.

Client liaison experience with management and production teams e.g., Festival Republic, Live Nation and The FA/UEFA.

Experience in attending pre/post event briefings to consult with the client and other partners as required.

Strong organisational skills to ensure client and customer satisfaction is delivered successfully.

Logical and analytical thinking to ensure smooth operation of individual and team tasks.

Ability to take the lead and make decisions if required and constantly re-assessing any given situation.

Committed to my own personal development and any training of my direct reports to satisfy their goals.

Good listening, interpreting and communication skills which are vital to operational requirements.

PROFESSIONAL EXPERIENCE

Boneyard Manager – Finsbury Park Events & Reading Festival (Festival Republic)

June 2023 - Sept 2023 (Contract)

- Ensuring staff and infrastructure arriving on site is logged on the system, inducted, and accredited correctly during build, show and break phases of the events
- Consulting with the Production, Licencing and H&S teams along with contractors and event management to ensure the arrival and departure of infrastructure, staff and other services are on schedule enabling a smooth process throughout the build/show/break periods

Family Campsite Manager - Latitude Festival (Festival Republic)

July 2023 (Contract)

- Consulting with Production, Security, Site Crew, Contractors, Suppliers etc to ensure infrastructure is adequate and maintained
- Providing support to our guests and staff to ensure there are no issues
- Investigate and report on any issues that do arise and report to Festival Management Team

Backstage Parking Manager – Isle of Wight Festival (Solo)

June 2023 (Contract)

- Checking with Artist Liaison, Production, Security and other contractors to ensure the parking areas are used correctly and efficiently
- Investigate and report on any issues that do arise and report to Festival Management Team

Staff & Contractor Campsite Manager - Download Festival (Festival Republic)

June 2022 & June 2023 (Contract)

- Consulting with Production, Security, Site Crew, Contractors, Suppliers etc to ensure infrastructure is adequate and maintained
- Check on staff, contractors, volunteers etc to ensure there are no issues
- Investigate and report on any issues that do arise and report to Festival Management Team

Overnight Site Security Manager (Build/Break) - Bearded Theory Festival

May 2014 – Present (Freelance)

- Providing overnight security services for the festival build/break over a 3-week period
- Duties included securing the site, overnight access control and regular patrols to prevent theft or vandalism
- Dealing with any issues that arose and consulting with the relevant authorities if required
- Advising the Festival Management on any issues and recommending improvements to ensure the site was secure

VIB Valet Box Gate Security Manager – SoundStorm 22 Festival, Riyadh, KSA (ESM Saudi Arabia)

November 2022 - December 2022 (Freelance)

- Security Manager for the VIB Valet Box Gate dealing with high end patrons
- Overseeing the security operation and managing our local suppliers on the ground
- Reporting back to our management team on any issues that arose during ingress and egress
- With help of other suppliers, we ensured our patrons had a safe and enjoyable experience

Staff & Contractor Campsite Manager - Creamfields North Festival (Festival Republic)

August 2022 (Contract)

- Representative for Festival Republic on the Staff/Contractors Campsite
- Consulting with Production, Security, Site Crew, Contractors, Suppliers etc to ensure infrastructure is adequate and maintained
- Check on staff, contractors, volunteers etc to ensure there are no issues
- Investigate and report on any issues that do arise and report to Festival Management Team

Venue Access Control Support - ECB The Hundred Tournament (Accred Ops)

August 2022 (Freelance)

Supporting the access control operation for the ECB The Hundred 2022 Tournament at multiple cricket venues in August 2022.

- Ensuring the stewards are briefed to enable a smooth ingress process
- Scanner Management
- Issue Resolution and Escalation if required

Security Professional - The Game Fair & APF Exhibition 2022 (Minimal Risk Consultancy)

July 2022 – September 2022 (Freelance)

- Tasks were based at Ragley Hall for the build/event/de-rig stages of the above events
- Duties included asset protection of all the equipment such as high value items including classic cars and heavy plant
- Advising the Organisers/Management Team on any issues and recommending improvements to ensure the site was secure

Venue Accreditation Manager - UEFA Womens Euro 2022 (Accred Ops)

July 2022 (Freelance)

Overseeing the accreditation operation for the UEFA Women's Euro 2022 at Wigan Leigh Sports Village.

- Ensuring the accreditation process follows the UEFA/FA procedures
- Managing a team of volunteers who process data and issues passes
- Ensuring passes are correctly issued and meet the required standards
- Reporting and escalating any issues as required to Venue Management Team

Production Gate Manager - Isle of Wight Festival (Festival Republic)

September 2021 (Freelance)

- Production Gate Manager at the Isle of Wight Festival for a 3-week period for the build/show/break stages of the event
- Main duties are consulting with Production, Security, Site Crew, Contractors, Suppliers etc to facilitate safe movement of vehicles into the site and ensuring deliveries, staff and contractors follow the site safety instructions and follow the Covid Secure policy

Security Professional - Mama Mia Under The Stars (NVC Security)

August 2021 – September 2021 (Freelance)

- Task was based at Harewood House Estate, near Leeds for a period of 5 weeks for the build/event/de-rig stages of the outdoor theatre production of Mama Mia
- Duties included asset protection of all the equipment both for the production, such as high value technical products both on stage and FOH, all bar/food concessions and general patrol of the area including car parks, internal routes and FOH areas

Production Traffic Management - Latitude Festival (DCSS on behalf of Festival Republic)

June 2021 – July 2021 (Contract)

- Traffic Management at Blue Gate 1 - Production Gate on a month-long temporary assignment at Latitude Festival on behalf of Festival Republic
- Ensuring safe movement of vehicles into the site and ensuring deliveries, staff and contractors followed site safety instructions
- Consulting with Production, Site Crew, Contractors, Suppliers etc to allow vehicles entry and followed the Covid Secure policy

Security Professional - G7 Summit Cornwall (NVC Security)

May 2021 – June 2021 (Freelance)

- Tasked for 4 weeks to this year's G7 Summit which was an inter-governmental political forum of seven advanced nations
- My deployment on this task was based at St Ives Rugby Club, near to the main venues of Carbis Bay Hotel and Tregenna Castle. This venue was utilized as a search site, transport hub and covid testing facility
- Duties included asset protection of the site for the build period, staff, and contractor safety, ingress control and during the 'live week' we ensured the site remained secure

OTHER PREVIOUS EMPLOYMENTS

Seasonal Worker - New Hall Vineyard (March – April 2021 & 2022) Contract
Security Professional – NVC Security (March – September 2020) Freelance
Event Scanning Manager – TicketSRV (May 2019 – September 2019) Freelance
Car Parking & Traffic Management - SEP Ltd (May 2019 – May 2023) Contract
Campus Security Officer - Nottingham Trent University (February 2016 – November 2017) Full Time
Venue & Event Security & Event Supervisor – Showsec (December 2013 – March 2017) Part Time
Event Senior Supervisor – Securigroup (October 2011 – May 2012) Part Time
Event Senior Supervisor - Specialized Security (June 1991 – September 2014) Part Time
