



Catherine Meriam
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*My goal is to continue to work as a personal assistant providing support and privacy.
This allows my directors, producers and cast members to focus on their creative achievements.*

Qualifications:

- Coordinate travel and housing.
- Tend to all personal needs.
- Schedule all meetings with department heads.
- Attended all production meetings, table reads and location scouts.
- Provided “on set” support.
- Acted as the “gatekeeper.”

Personal Assistant - “VEEP”- Seasons 1-5 - (HBO Productions)

Assistant to:

Becky Martin, Director/Producer
Chris Morris, Director/Producer
Chris Addison, Director/ Producer
Tim Kirkby, Director/Producer

Personal Assistant: “BANSHEE” – Pilot Season - (CINEMAX for HBO)

Assistant to:

Jonathan Tropper - Show Creator, Writer, Executive Producer
David Schickler - Show Creator, Writer, Executive Producer

Personal Assistant: “THE HEART OF DIXIE” – Pilot Season - (The CW)

Assistant to:

Jason Ensler, Director, Executive Producer

Personal Assistant: “Eastbound and Down” (Seasons 3 and 4)

Assistant to:

Stephanie Laing, Executive Producer

Personal Assistant - “LITTLE BRITAIN, USA” – (HBO Productions)

Assistant to:

Matt Lucas, Show Creator, Writer, Executive Producer

References available on request.