

Nawal Qaddoumi

Creative Producer & Production Coordinator

LIVE EVENTS
FILM
BRANDED CONTENT

Portfolio • nnqmedia@gmail.com • +971 50 387 5934 • Dubai, UAE • LinkedIn • UAE Golden Visa • Valid UAE Driving Licence

PROFILE

Creative Producer and Production Coordinator based in Dubai, with experience in live events, branded content, interviews and documentaries. Credits include World Government Summit, 1 Billion Followers Summit, MAJRA Impact Summit, Dubai Future Forum and GITEX GLOBAL. Plan shoots, coordinate crew and locations, keep clients updated and support projects through post-production and final delivery.

SKILLS

Production & Producing
Scheduling, budgeting, crew & location management, permits, quoting, client liaison, on-ground coordination, multi-day shoot planning.

Creative
Directing, scriptwriting, concept development, storytelling and shoot planning.

Technical
Cinematography, gaffing, sound recording; Sony FX6, Sony FX3 and Canon 5D Mark III.

Post-Production & Editing
Adobe Premiere Pro, Final Cut Pro and Adobe Premiere Pro AI features.

AI & Digital Workflow Tools
Seedance, ChatGPT, Codex, Claude, Gemini, Perplexity, DeepSeek, Kimi, Notion and Otter.ai

AI-Assisted Workflows
Research, creative development, scriptwriting support, transcription, summaries, shoot planning, workflow organisation and AI-assisted editing.

Productivity Tools
Google Sheets, Google Docs and email management.

Soft Skills
Strong teamwork, clear communication, calm leadership in fast-paced environments and adaptability on set.

CERTIFICATION

Google Project Management Professional Certificate
Google via Coursera | Sep 2026 | Show credential

TRAINING

UCA Equipment & Studio Training
Sep 2021 - Jul 2024
Cameras: Bolex, Arri Alexa Mini, Blackmagic URSA Mini. **Lighting:** Nanlite Forza 60B LED x3, Kino Flo. **Gear:** EasyRig/Ready Rig, Shark Slider. **Studios:** G12, B32. **Software:** AVID Media Composer, AVID Suite.

Workshops & Film Labs
Cinematography Workshop - Sharjah Chamber of Commerce (Jun 2019); Portrait Film Project Workshops - UCA (Oct-Dec 2021); Bolex B&W Silent Film Project - UCA (Jan-Mar 2022); Core Modules (2021-2024): Camera, Directing Actors, Film & Sound Editing, Screenwriting.

PROFESSIONAL EXPERIENCE

Analog Production | Freelance On-Site Producer
May 2025 - Present
Dubai & UAE

- Produce and coordinate live events, interviews, award ceremonies and branded shoots in Dubai and Abu Dhabi. Credits include World Government Summit 2026, 1 Billion Followers Summit, MAJRA Impact Summit, Dubai Future Forum, GITEX GLOBAL and DHA's Proud of You Event.
- Manage shoot schedules, crew call times, equipment, transport and venue logistics for multi-day productions.
- Keep clients and production teams updated, coordinating changes on site and finding practical next steps.
- Work with camera, sound and editing teams to keep each project on schedule and aligned with the brief.

First & Ten Productions (FTEN) | Production Manager Intern
Sep 2024 - May 2025
Dubai, UAE

- Worked on documentaries, commercials, interviews, live events and branded content for government and corporate clients.
- Supported projects from planning and pre-production through shoot coordination, editing reviews and final delivery.
- Coordinated timelines and communication between clients, producers, editors, crew and external partners.
- Reviewed Arabic subtitles, voiceovers, translations and creative materials before delivery.
- Projects included WGS 2025, Global Women's Forum, Impact CEO Conference, We Speak Arabic for DCT Abu Dhabi, Miral, Gambit and DP World.

Barq Media Production | Videography & Video Editing Intern
Jun-Jul 2018; Jul-Aug 2019
Sharjah, UAE

- Completed two one-month internships, supporting videography, editing and general production tasks.
- Used Adobe Premiere Pro for small editing assignments and practice projects.
- Assisted on shoots while building practical skills in camera lenses, framing, composition and production workflows.

EDUCATION

BA (Hons) Film Production
University for the Creative Arts
Sep 2021 - Jul 2024 | Farnham, Surrey, UK
Hands-on work in directing, editing, cinematography and producing, with emphasis on planning, budgeting and teamwork.

SQA Foundation in Art & Design
SAE Institute
Sep 2019 - Aug 2021 | Dubai, UAE

GCSE & BTEC
Sunmarke School
Sep 2016 - Jul 2019 | Dubai, UAE

AWARDS

Best Cinematography
Universal American School, Dubai | Jan 2020
Agent 47 1/2 Film - Team award

Alumni Film
Blacksheep Festival - SAE, Dubai | 1 Mar 2025
2 Hearts Film - Team award

INTERESTS & HOBBIES

Dance · Football · Running · Travel & cultural exploration · Psychology · Music, singing, songwriting & poetry · Photography · Film & television · Screenwriting · Live events · Stories centred on people, emotion & human behaviour

LANGUAGES

Arabic · **English**

Nawal Qaddoumi

Creative Producer & Production Coordinator

PRODUCED WORK

Live Events & Conferences
Large-scale conferences, summits & award ceremonies

Oct 2024 - Oct 2026 | Dubai & UAE

On-site producer and post-production coordinator for large-scale conferences, summits and award ceremonies, ensuring smooth operations and on-time delivery across multi-day events. Also supported select projects in specialised camera or post-production roles, collaborating closely with producers, clients and crews in fast-paced environments.

- DHA - Proud of You Event (Analog Production) | 14-15 Oct 2026
- World Government Summit - WGS, PMO / GSF (Analog Production) | 01-05 Feb 2026
- 1 Billion Followers Summit (Analog Production - Visioneers) | 09-11 Jan 2026
- MAJRA Impact Summit (Analog Production - MAJRA) - Prep & Event Day | 26-27 Nov 2025
- DFF (Dubai Future Forum Event) (Analog Production) | 17-20 Nov 2025
- Annual Meeting - IMO (Analog Production) | 3-6 Nov 2025
- Dubai Health Authority - Annual Employee Award Ceremony (Prep & Event Day) (Analog Production) | 26-27 Oct 2025
- GITEX GLOBAL (Analog Production) | 13-17 Oct 2025
- Producer - Post Production, Half Day - MAJRA Event (Analog Production - MAJRA) | 15 Jul 2025
- MAJRA Trophy Award - Pre-Ceremony (Analog Production - MAJRA) | 29-30 May 2025
- Arab Youth Media Forum / Arab Media Forum / Social Media Influencers Summit (Analog Production) | 26-28 May 2025
- World Government Summit - Producer (Video Editing Team) (FTEN) | 10-13 Feb 2025
- Dariush Soudi Shoot - Funtico Launch (FTEN) | 24 Jan 2025
- Dariush Soudi Shoot - Gladiator Summit II (FTEN) | Jan 2025
- Global Women's Forum (FTEN) | 26-27 Nov 2024
- Impact CEO Conference & Gala (FTEN) | 5 Oct 2024

Commercial & Branded Content
Oct 2024 - Nov 2025

Branded, corporate & government-led content

Provided creative producing and production coordination across concept development, pre-production, on-set execution and delivery, ensuring consistency, quality and on-time delivery throughout development and post-production.

- MAJRA Opening Film - Multi-Location Shoot (Analog Production - MAJRA) | 21-25 Nov 2025
- Miral - Cultural Canvas (FTEN) | Creative Producer | 5 Mar 2025
- Gambit - Continental: Moments of Trust (FTEN) | 1-2 Nov 2024
- Dariush Soudi Shoot - Gladiator Book Promoting (FTEN) | 2024-2025

Interviews & Talking-Head Content
Sep 2024 - Jan 2026

Event, corporate & documentary interviews

Produced and coordinated interview-led shoots, managing flow, talent, schedules and delivery requirements. Also supported select shoots in teleprompter and camera-assistance roles to maintain quality and production efficiency.

- UAE National Orchestra Debut Concert - Event Interviewer (High Productions L.L.C) | 15 Jan 2026
- MAJRA Interviews - Multiple Locations & Interviewees (Analog Production - MAJRA) | Oct-Nov 2025
- MAJRA Award Ceremony - Event Interviews (Analog Production - MAJRA) | 4 Jun 2025
- MAJRA Trophy Award - Pre-Ceremony Interviews (Analog Production - MAJRA) | 29-30 May 2025
- DP World - Corporate Interviews (Edelman) (FTEN) | Nov 2024 - Mar 2025
- Alcazar Energy - Conference Interviews (FTEN) | 3 Oct 2024
- Gulf Oil Interviews - Threepipe Reply (FTEN) | 20 Sep 2024

Films & Documentaries
2022 - 2025 | UAE / United Kingdom

Short films & documentary-led productions

Produced and supported short-film and documentary projects across independent and university productions, managing pre-production, shoot coordination and post-production delivery. Experience spans narrative, cultural and research-driven work with a focus on storytelling, structure and execution.

Digital Farm - We Speak Arabic Documentary (DCT Abu Dhabi) | FTEN | Producer
Oct 2024 - Feb 2025 | Abu Dhabi, UAE
Led pre-production planning and logistics for a seven-day, multi-location documentary shoot; coordinated crew, locations and permissions, and oversaw post-production delivery.

Two Hearts | Arabic Short Film | Producer
Aug 2024 | Dubai, UAE
Managed pre-production planning and on-set coordination, collaborating closely with cast and crew.

Metamorphosis: A Dance of Liberation
Dec 2023 - Jun 2024 | Surrey, United Kingdom
Experimental spoken-word poetry short film.
Producer, Director, Editor and Sound Recorder (DP2).

Homeless Man | Bolex 16 mm Short Film | Director
Jan 2022 - Apr 2022 | Surrey, United Kingdom
Developed, shot and led a 16 mm short-film project produced during studies at UCA.

Selected Earlier Film Work
University & independent productions | 2020 - 2023

Portrait - Cameron Carr Documentary | Video Editor
University / independent project
Edited a portrait-led documentary focused on personal stories, shaping pacing, structure and emotional clarity in post-production.

Dancer | Gaffer
University / independent project
Supported the lighting setup and on-set technical execution of a dance-led short film, helping shape its visual mood and movement.

Agent 47½ | Co-Director, Co-Producer, Editor & Actor
University / independent project
Co-led the short film from production through edit and performance. The project received a team award for Best Cinematography.

A Lonely Tale - Bullying Awareness Film | Writer, Producer, Director & Editor
University / independent project
Created a solo short film exploring bullying through isolation, managing the project from screenplay and production through final edit.

Other Creative Short Films
University & independent projects | 2020 - 2023
Additional narrative, documentary and awareness-led projects, with roles across producing, directing, editing and on-set production.

Portfolio and project links are embedded throughout this CV. Full reel and selected work: nnqmedia-portfolio.netlify.app

Digital creativity: Arcovyx

nnqmedia@gmail.com | LinkedIn