
CAREER OBJECTIVE

To obtain a position where I can effectively utilize my education, skills, and creativity: as a video editor.

CAREER EXPERIENCE

Lab Instructor
Boston, MA

Emerson College
September 2006 – December 2006

Instructed two sections of an undergraduate Introduction to Media Production course. Trained students in the operation of digital still cameras, Marantz flash audio recorders, Panasonic mini-DV camcorders, basic 3 point lighting, basic Photoshop, Dreamweaver, Soundtrack, and Final Cut Pro. Evaluated student projects and class participation throughout the semester.

Editor/Technical Director/Production Assistant (Freelance)
Boston, MA

VPG Integrated Media
June 2004 - Present

Editor

Full responsibility for creating fine cuts and masters of educational math videos used as teaching aids for an assortment of college textbooks distributed nationwide. Other responsibilities include adding graphics and b-roll to rough cut, examining timeline and sequence for accuracy, logging and digitizing new files, and updating digital video library.

Technical Director

Capture digital stream, assemble rough cut, export audio files, export video files, crop video files, audio file conversion, post audio and video files on server.

Production Assistant

Aid in the arrangement of the studio, arrange edit books, pre-label tapes, prepare items for associate producer and technical director, keep server updated, organize files, update information in QuickBase, monitor pre-studio files, create slates for editor, create figures for shoot, load studio computer, prepare log books, make studio corrections, review master tapes, perform tape duplications, log new files from master tapes, burn project back-up CDs.

VPG Integrated Media is a professional, highly demanding, and team-oriented work environment that has helped me enhance my multitasking and organizational skills, as well as attention to details.

Digital Media Assistant
Boston, MA

Boston Neighborhood Network (BNN)
September 2003- February 2005

Managed equipment transactions using Facil database, maintained and organized all production and lab equipment, supervised the use and maintenance of digital media applications and digital hardware, assisted video production workshop trainers, assisted members in the use of BNN edit facilities and video equipment to produce programs, tracked open access attendance and computer usage, performed basic troubleshooting tasks, provided technical support, updated software, assisted in the upkeep of the Multimedia Center, enforced facility policies and procedures, and aided in all BNN-related productions.

Video Editor
Boston, MA

Sister Talk II Television Series (BNN)
May 2004 – August 2004

Freelance editor for "Sister Talk II", a 10-part television series dedicated to enlightening women about health. Logged and digitized show footage, created and edited opening sequences, designed animated graphic stings as segment separators, and created show bug.

Production Assistant/ Day Hire

Bunim/Murray Productions

Alesha M. Gunn
Email: alesha.gunn@gmail.com

Atlanta, GA

February 2002

Aided with production of an episode of MTV Road Rules Campus Crawl featuring Outkast. Prepared hospitality suite for group. Performed film security sales tasks as needed and assisted in preparation for shoot.

EDUCATION

Emerson College
Cumulative GPA 3.87 on a 4.0 scale

Master of Arts in New Media, December 2007
Summa Cum Laude

Clark Atlanta University
Cumulative GPA 3.92 on a 4.0 scale

Bachelor of Arts, Television/Film, May 2003
Summa Cum Laude

SKILLS AND INTERESTS

Spanish; Mac OS9 & OSX; Final Cut Pro along with supporting software; Adobe Photoshop (all versions); Roxio Toast Titanium; Working knowledge of Adobe Illustrator CS; AfterEffects; Dreamweaver; Flash 8; DVD Studio Pro; Compressor; Media Cleaner 5; Sorenson Squeeze; Digital Art & Design; Type 66 wpm; Internet; Fashion; Photography; Film; Poetry; Hip-Hop; R&B, Vocal; World Travel; Foreign cuisine.

References available upon request.