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OBJECTIVE

To obtain a position as a **post production** supervisor / coordinator / producer or story editor.

PROFESSIONAL PROFILE

ACCOMPLISHED TELEVISION PRODUCTION PROFESSIONAL with 8 years experience in all aspects of production; writing, shooting and editing, but with an emphasis on post production operations. Extensive knowledge of the talk show format and it's deadline driven environment

Familiar with AVID, Adobe Photoshop, Adobe After Effects, Adobe Premiere, Adobe Audition, Adobe Encore, Macromedia products and Microsoft Office products. Extremely PC savvy. Some experience with MAC.

Creative problem solver under tight deadlines. Able to concept as well as take other concepts with minimal direction. Talented at multitasking. Excellent time management skills. Highly motivated self starter. Extremely organized and detail oriented. Graceful under pressure.

EMPLOYMENT HISTORY

Post Production Producer / Story Editor

August 2004 -Present

The Maury Show

- Responsible for creating highly effective show open/highlight packages and show teases by determining promotable elements in the raw show. Create "paper edit notes" to guide edit sessions. Write voiceovers for show's host.
- Write voiceovers and "paper edit" show packages shot by field department. Writing and insertion of Chyron graphics.
- Coordinated directly with the executive producer, show producers, the legal department, a team of 6 editors, and the promotions department

Post Production Coordinator

August 1999 – August 2004

The Maury Show

- Assisted the post supervisor to ensure smooth post production department operations. In charge of the upkeep of the show calendar and show's guest database.
- Responsible for correct timing of "paper edit notes"
- Received, organized, researched, and managed information, graphics files and materials from producers and legal department to ensure all elements and paperwork were ready for the edit session.
- Assisted with supervising editors and managed post production interns.
- Screened shows to make sure they were formatted correctly, Chyrons spelled correctly, legal edits have been made and there is no obscene language or nudity (on this broadcast show)
- Worked directly with the executive producer to title and schedule shows.
- Voiceover artist for some show elements.

Stage Manager

August 1999 – August 2002

The Maury Show / ESPN

- Cued talent / Supervised on set pre production & rehearsals / Assisted director / Warmed up and cued audience

Owner

May 1997 - Present

Mad Platypus Productions

- Video production & editing / DVD authoring / Graphic Design / Multimedia marketing / Web design

EDUCATION

A A S – Television Production

1999

Suffolk County Community College, Selden, NY - 3.9 average in field of concentration.

References and reel are available upon request.