MEDIA AND INFORMATION SPARTAN

mi.spartan@gmail.com | 517-555-5555 | linkedin.com/in/mispartan | www.mispartan.com

EDUCATION

Michigan State University | East Lansing, MI Bachelor of Arts, Media and Information Concentration: Television. Cinema and Radio May 2023

EXPERIENCE

Post Production Editor: The Show MSU Telecasters | East Lansing, MI

Jan 2022 - Present

- Provide video, motion graphics, and audio support to production team
- Work with video team on pre-production planning and scripting recording, and post-production on pre-recorded content
- Edit pre-recorded content for use in advertising, YouTube clips and social media content
- Develop, shoot and edit all show promotions for publishing
- Audit SEO titles, descriptions and hashtags in YouTube for most likely search terms

Control Room Intern CONAN | Burbank, CA May 2021 - Aug 2021

- Assisted director and camera crew in the daily production of CONAN episodes
- Organized and kept track of run downs and scripts to maintain show production
- Escorted guests and talent to green room and stage to keep show production timeline

Production Intern Sept 2020 – May 2021

Communication and Brand Strategy, MSU | East Lansing, MI

- Edited and shot promotional videos and documentaries for Michigan State University's brand department, including television advertisements, online content and sport shorts
- Shot weekly footage for Big Ten Network football season content
- Worked with team of 6 interns to coordinate spots for documentaries
- Served as head student producer for "Inside Out" documentary which highlighted MSU student experience
- Edited student clips for consistency and organized footage into coherent story

Production Assistant Jan 2020 – June 2020

College of Communication Arts and Sciences, MSU | East Lansing, MI

- Worked with two other production assistants to document footage throughout the college
- Attended and documented all college events
- Edited and cut footage for four different video shorts for social media promotion

SKILLS

HTML, CSS, Python, Adobe Photoshop, Illustrator, InDesign, Fireworks, b Final Cut Pro, Compressors, Cleaner, Motion, Avid Express