

GRACE MILLER

CHICAGO, IL

References available upon
request

TECHNOLOGY

- Movie Magic Budgeting
- Movie Magic Scheduling
- Adobe Premiere
- Adobe Photoshop
- Microsoft Suite
- Hardware (Canon 70D)

EMPLOYMENT

Summer Help - Personal Lines
Underwriting
Secura Insurance
Appleton, WI
May 2017 - August 2017

Bookseller/Customer Service
Barnes & Noble
Appleton, WI
September 2015 - August 2016

CONTACT INFO

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(920) 378-8075

1312 S Wabash Ave. Unit #2,
Chicago, IL 60605

EDUCATION

Columbia College Chicago - Chicago, IL
Cinema Arts and Television Bachelor of the Arts - Deans List
2016 - Present

West High School/Renaissance School For The Arts - Appleton, WI
Class of 2016

RELATED SKILLS

- Customer Service
- Organization
- Budgeting
- Research
- Production Management
- Coordinating
- Events Management
- Vendor Communication

MEDIA EMPLOYMENT

COMMERCIAL

Production Assistant / OKRP & Above Average Productions / Illinois
Lottery Multiplier Genie / Summer 2018

Production Assistant / Fox Sports Marketing / Big Ten Coach and
Player Marketing / Summer 2018

Production Assistant / Purple Stuff Productions & Onion Studios /
Hefty Commercial / Summer 2018

Location Scout, Production Coordinator / p3 mediaworks /
TransUnion, Birth2Work, Salvation Army / Spring 2018

Freelance Prop Stylist and Production Coordinator / Energy BBDO /
Ziploc Digital Campaign / Fall 2017

Intern / Viva La Marketing / Coke Regal Films / Fall 2017

SHORT FILMS

Producer / *Fear Frenzy!* / Short Film / Fall 2018

Line Producer / *Contrabass* / Short Film / Fall 2018

Producer / Cinematography Spec Commercial / Spring 2018

Line Producer / *A Wolf Comes At Night* / Short Film / Spring 2018

Producer / *En Avant* / Short Film / Fall 2017

Producer / *Perspective* / Short Film / Fall 2017

TELEVISION

Production Assistant / *Vendors* / Television Pilot / Summer 2017