

ROBERT SMITH

Digital Media Producer

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

Responsible for Managing talent outreach, tracking, status and payment on a per-project basis. Ensuring each project obtains necessary insurance and rights/clearances for performers, locations, music, stock footage, and other production elements.

CORE COMPETENCIES

Planning Skills, Production Skills,

PROFESSIONAL EXPERIENCE

Digital Media Producer

ABC Corporation - 2012 - 2012

Key Deliverables:

- Performed all tasks in post-production, including creation of motion graphics, digital effects, music selection, color correction and grading, and editing.
- Assisted in the coordination, integration, installation, and maintenance of all studio production and post-production equipment.
- Assisted key stakeholders in evaluating the effectiveness of completed assets.
- Ensured timely and accurate dissemination of communications to various stakeholders.
- Conducted regular assessments to identify enhancement opportunities for videography, video-editing, and audio development tools.
- Managed multiple projects with competing deadlines.
- Provided portrait and candid still photography as needed.

Digital Media Producer

Delta Corporation - 2007 - 2012

Key Deliverables:

- Developed strategic shooting and production guidelines for promotional video material to increase festival visibility and meet budget parameters.
- Supervised and directed a high-performing production team to ensure the festivals vision and brand were accurately represented.
- Ensured that the release of digital material was met in a timely fashion by the efficient and effective management of personnel and resources.
- Record and edit conferences, events, classroom sessions, and lectures for various departments at NSU.
- Help create media content for various departments for promotional use of the school to bring awareness or potential sponsorship.
- Produce music videos, promotional videos, and company profiles for clients Projects completed for Kia Vans Warped Tour, KSU Peace Project, Kids & Baseball, WNBA's Keisha Brown Bank\$hot camp, and Ignition, Inc.