

# Jessica Claire

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## SUMMARY

Lighting Designer with expertise developing creative vision for lighting, preparing design documents and overseeing installation. Smooth collaborator when communicating with various [Type] industry professionals to complete quality work. Confident and decisive leader when working under pressure.

## SKILLS

- Lighting systems
- Skilled in maintenance and organization
- Audio technologies
- Low-voltage cabling
- System installation and repair
- Project coordination
- Team building
- Relationship development
- Project organization
- Supervision
- Communications
- Organization
- Problem resolution
- Planning and coordination
- Team management
- Inventory management
- Customer service

## EXPERIENCE

### LIGHTING DESIGNER

06/2019 to CURRENT

#### McClure Engineering | Saint Louis, MO

- Drafted cue sheets with cue numbers and detailed cue information, including reference to script page numbers.
- Established light levels, cue fade times and other cues by programming into light board.
- Oversaw lighting aspects and adjusted during technical rehearsal.
- Delivered lighting concept presentations to clients by providing visuals and explaining plan details.
- Devised lighting concepts and planned lighting layouts for visual appeal and to meet functional needs.
- Controlled light board throughout production and promptly corrected issues.
- Used appropriate tools and materials in alignment with safety protocols and industry best practices.
- Transported and installed equipment for live events, including weddings and concerts.
- Integrated professional audio/video systems and provided technical assistance to resolve issues.
- Collaborated with production staff to deliver exceptional performances.
- Checked completed work for quality and accuracy.
- Diagnosed and repaired system issues by using troubleshooting techniques.
- Employed best practices and safety protocols during equipment installations, including projectors and speakers.
- Performed troubleshooting and diagnosis on malfunctioning systems or components.
- Evaluated electrical systems, equipment and components to identify and resolve defects and safety risks.
- Responded to emergency callbacks and provided onsite support.
- Examined and created solutions for high voltage electrical system problems.

### ELECTRICIAN'S ASSISTANT, LIGHTING DESIGNER

06/2019 to CURRENT

#### Forestburgh Playhouse | City, STATE

- Collaborated with mentors to plan and implement lighting installations.

- Oversaw lighting aspects and adjusted during technical rehearsal.
- Established light levels, cue fade times and other cues by programming into light board.
- Reviewed production scripts, location and aspects to guide lighting design.
- Prepared lighting plot and instrument sheet to illustrate instruments, dimmers, circuits and focus areas.
- Designed custom light fixtures and lighting elements, working closely with mentors to produce custom designs.
- Met with mentors to ascertain vision, budget and specific needs.

- Gathered sample products to build deep lighting knowledge and collect options for future projects.

- Delivered lighting concept presentations to clients by providing visuals and explaining plan details.

- Devised lighting concepts and planned lighting layouts for visual appeal and to meet functional needs.

- Drafted cue sheets with cue numbers and detailed cue information, including reference to script page numbers.

- Controlled light board throughout production and promptly corrected issues.

- Examined and tested electrical systems to locate loose connections or other faults and make proactive repairs.

- Resolved issues with existing systems and replaced malfunctioning parts.

- Kept work areas clean, neat and free of hazards.

- Maintained organization, cleanliness and safety in all work areas.

- Operated hand and power tools and diagnostic equipment to complete various aspects of jobs.

- Collaborated with more knowledgeable professionals to grow understanding of principles and construction standards.

- Completed semi-skilled and skilled work under supervision of fully qualified supervisors.

- Assisted with electrical installation tasks.

- Listened to directives of senior electrical professionals to complete efficient tasks.

- Gathered required tools and equipment for each task to increase efficiency.

- Promoted workplace safety and reported any potential hazards quickly to mentors.

- Worked in team-based environment to accomplish projects.

- Inspected existing wiring to identify problems such as short circuits.

- Set up equipment and configured settings for optimal performance.

### LIGHTING DESIGNER, AUDIO ASSISTANT

08/2018 to CURRENT

#### Delaware Valley High School | City, STATE

- Worked with teammates and on-site contacts to assess sound-related needs and requirements.

- Prepared lighting plot and instrument sheet to illustrate instruments, dimmers, circuits and focus areas.

- Laid out hardware connections according to regulatory and safety specifications to reduce risk and sprawl.

- Devised lighting concepts and planned lighting layouts for visual appeal and to meet functional needs.

- Established light levels, cue fade times and other cues by programming into light board.

- Monitored multiple sound feeds to preserve appropriate auditory output.

- Drafted cue sheets with cue numbers and detailed cue information, including reference to script page numbers.

- Reviewed production scripts, location and aspects to guide lighting design.

- Delivered lighting concept presentations to clients by providing visuals and explaining plan details.

- Oversaw lighting aspects and adjusted during technical rehearsal.

- Performed peripheral testing, troubleshooting and problem-resolution to maintain performance levels.

- Maintained physical equipment, overseeing upkeep, deployment and storage to maximize hardware lifecycle.

- Controlled light board throughout production and promptly corrected issues.

- Collaborated with directors to plan and implement lighting installations.

## EDUCATION AND TRAINING

### High School Diploma

06/2021

#### Delaware Valley High School, Milford, PA