

Robert Smith

Freelance Producer II

PERSONAL STATEMENT

Highly motivated, awarding winning film producer who possesses the expertise and vision to skillfully guide projects from inception to completion is seeking employment as a broadcast producer in the cable television market.

WORK EXPERIENCE

Freelance Producer II

ABC Corporation - 2006 - 2008

Responsibilities:

- Created is a communications agency specializes in planning and producing meetings and events.
- Provided such as marketing communications services.
- Traded show support services to some of the worlds largest brands.
- Accountable for the quality of all deliverables and performance throughout the duration of the engagement.
- Collaborated with the account team to create the project plan and budget working back from key client deliverable dates.
- Reported the financial status of job progress/status on a bi-weekly basis to manager and client service lead.
- Responsible for managing the development, production, and co-delivery of the goals and requirements.

FREELANCE PRODUCER

ABC Corporation - 2004 - 2006

Responsibilities:

- The EditWorks was a consumer based video production company based in an Orlando Suburb.
- We would teach consumers how to produce and edit their home video using our broadcast quality equipment.
- While running the company I also freelanced for CNN, WDSC-TV in Daytona Beach, and Channel 4 in London.
- Also served as Network Coordinator at the National Hurricane Center for several storms..
- Managed scheduling, budgeting, payroll, contractual negotiations, staffing and line.
- Producing as well as participated in creative development of independent features.
- This is Dummy Description data, Replace with job description relevant to your current role.

Education

B.A. in Psychology - (NEW YORK UNIVERSITY - New York, NY)

CONTACT DETAILS

1737 Marshville Road,
Alabama
(123)-456-7899
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www.qwikresume.com

SKILLS

Final Cut Pro, ENPS, Fork
Production Suite,
Microsoft Word, Excel,
Outlook, Adobe Audition.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference - 1 (Company
Name)
Reference - 2 (Company
Name)