

MICHAEL LE-REIVER

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(503) 341-2955

Portland, Oregon 97212

PROFESSIONAL EXPERIENCE

Gay Rosenthal Productions, *Little People, Big World* Television Series (TLC) – Hillsboro, Oregon

April 2008 – November 2009

Data Management/Assistant Associate Producer/Production Assistant

- Screened all raw footage to assure quality control.
- Logged, categorized, duplicated, and corrected all raw footage.
- Using Audacity edited and converted voice-over sound files.
- Packed and shipped invaluable raw footage to Post Production utilizing FedEx and UPS online shipping services.
- Using Excel created and maintained spreadsheets for listing, categorizing, documenting, and calculating shipment contents.
- Contacted businesses and property owners to obtain permission and permits to film on location.
- Assisted producers in scheduling crew and off site filming.
- Contacted production equipment suppliers to request information on camera, audio, and computer equipment.
- Packed and shipped professional camera and audio equipment.
- Provided support to producers, camera, and audio teams with daily tasks, including stocking and maintaining production inventory and performing routine maintenance and basic care of production equipment.
- Maintained upkeep of production office, sound stage, kitchen, and facilities.
- Stocked supplies including production equipment, office inventory, food, and beverages.

Studio Box – Portland, Oregon

June 2006 – August 2006

Recording Engineer

- Recorded, mixed and edited vocal and music files using ProTools.
- Produced On-The-Fly songs for music talents.
- Assisted artist in song and album development.

Transparent Productions – Portland, Oregon

August 2001 – April 2008

Founder/Co-Owner/Recording Engineer/Talent Management

- Recorded, mixed, and mastered songs using Sound Forge and ProTools.
- Wrote and arranged music for artist.
- Produced songs and assisted in development of artist.
- Designed album layouts.
- Distributed and published songs and albums.

Jungle Studios LLC – Seattle, Washington

March 1999 – February 2001

Chief Audio Editor/Line Producer

- Edited high volume voice-overs using Sound Forge and ProTools.
- Converted, named, cataloged and transferred audio files.
- Recorded voice-over audio files using ProTools.
- Managed and trained team of audio editors.
- Designed training and standard guidelines for editing team and new hires.

Intern

- Set up microphones and audio gear for recording sessions.
- Assisted engineer in recording voice talents.
- Edited, converted and cataloged in-house sound effects library.
- Duplicated and transferred data to back-up storage drives.
- Maintained studio and up-keep of facilities.

WEB SKILLS

LANGUAGES	SOFTWARE/COMPUTER APPLICATIONS
<ul style="list-style-type: none">• HTML5• CSS3• PHP• SQL / MySQL• PL/SQL / TS-SQL• JQuery• JavaScript• Java• Android Development	<ul style="list-style-type: none">• PHP Storm IDE• phpMyAdmin• Android Studio• Eclipse IDE• SQL Developer• MS SQL Server• Adobe Photoshop• Adobe Animate• Adobe Dreamweaver

AUDIO SKILLS

TECHNICAL EXPERIENCE	SOFTWARE/COMPUTER APPLICATIONS
<ul style="list-style-type: none">• Analog and Digital Recording and Mixing• Digital Editing• Digital Mastering• Electronic Music Programming• MIDI Set-up• Audio Gear Troubleshooting & Maintenance• Microphone Placement• Live Sound Reinforcement	<ul style="list-style-type: none">• Digidesign Pro Tools• Sony Sound Forge• Waves Platinum Bundle• Ableton Live• Reason• Audacity• Adobe Audition• Adobe Premier

EDUCATION

PORTLAND COMMUNITY COLLEGE

PORTLAND, OREGON 2013-CURRENT

- AAS Computer Information Systems
- AAS Web Development and Design

CONSERVATORY OF RECORDING ARTS AND SCIENCE

TEMPE, ARIZONA 1999

- Master Recording Program
- Audio Production Certificate

MESA COMMUNITY COLLEGE

MESA, ARIZONA 1991-1992