

# Tatiana Gomez

## Objective:

Hard-working with proven leadership and organizational skills, and minute attention to detail.

Seeking to apply my abilities to fill the role in your company. I am a dedicated team player who can be relied upon to help your company achieve its goals.

## Contact:

T: 415 871 8915

tgomez.film@gmail.com

1202 E Pine St.

Seattle WA, 98122

## Experience

**Production Assistant | KCTS 9**  
Oct 2017-May 2018

- Creating and managing video thumbnails.
- Assists on pledge video production.
- Video pre-production, field production and post-production.
- Journalistic research to support content production.
- Assist in writing video scripts.
- Light editing on AVID & Premiere Pro.

**Manager | Bistro Gambrinus**  
May 2015-Jan 2017

- Greet customers.
- Make weekly schedules.
- Payroll.
- Resolve customer or employee complaints.
- Ensure all customers are having the best customer service at the store.

**Assistant Manager | Claire's**  
Sept 2014-May 2015

- Payroll.
- Maintain event calendars.
- Review work done by others to check for correct spelling and grammar, ensure that company format policies are followed.
- Plan and direct staffing, training, and performance evaluations to develop and control sales and service.
- Complete forms in accordance with company procedures.

## Education

BS - Digital Filmmaking and Video Production

The Art Institute of Seattle  
GPA: 3.2

## Skills

**Premiere Pro**



**Photoshop**



**Media Encoder**



**After Effects**



**Lightroom**



**Microsoft Office**



**InDesign**



**Illustrator**



**HTML/CSS**

