

# EMILY FUENTES

New York City Metropolitan Area  
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## **WORK EXPERIENCE**

### **SPOT WELDERS INC., NEW YORK, NY** *Post Production Intern*

June 2017 – August 2017

February 2018 – May 2018

- Served as an assistant editor throughout various projects.
- Created short lifts and promotional videos.
- Prepped footage, workspaces, conform, design comprehensives and postings for editors via Adobe CC.
- Worked on music searches and sound design on different projects.
- Logged, inserted and managed footage vault
- Learned front office etiquette and client services.

### **ALKEMY X, PHILADELPHIA, PA** *Post Production Intern*

May 2017 – August 2017

- Assisted in creating short lifts for projects.
- Helped editors with rotoscoping unwanted elements using After Effects.
- Shadowed and assisted graphics departments with creating different designs for clients.
- Prepped editors workspaces via AVID.
- Logged and labeled footage for vault.

### **THE COLLEGE OF NEW JERSEY**, *Student Studio Technician*

August 2015 – May 2018

- Scheduling and supervising rentals of equipment available to students.
- Responsible for organizing media equipment including video cameras, sound, and lighting equipment.
- Maintaining, scheduling and supervising for various sound and film editing spaces.

### **91.3 FM WTSR, EWING, NJ** *Radio DJ*

January 2015 - December 2017

- Hosted and produced a radio show that aired weekly.
- Curated, scheduled and managed musical playlists for show.

### **NAZARETH BAPTIST CHURCH, WEST NEW YORK, NJ** *Audio and Visual Operator*

August 2009 – February 2016

- Produced visual and audio content for concerts and plays.
- Responsible for filming and editing digital content for various events.
- Managed audio mixing board, microphones and overall visual equipment during live events.
- Worked closely with set designers, floor managers and talent throughout and leading up to live events.

## **SKILLS**

- **SOFTWARE** – AVID, Adobe Premiere, Final Cut Pro, Adobe Photoshop, Adobe Illustrator, Adobe InDesign, Microsoft Office and Google Docs.
- **LANGUAGES** – Fluent in Spanish, basic American Sign Language.
- Advanced social media and blogging skills.
- Knowledgeable around audio mixing boards and camera equipment.

## **AWARDS**

### **THE COLLEGE OF NEW JERSEY COMMUNICATIONS DEPARTMENT**

- Matthew Wasser Internship Award 2018

### **CAMPUS MOVIE FESTIVAL**

- Best Story Winner 2016
- Top 16 Finalist 2017

## **EXTRACURRICULAR ACTIVITIES**

### **THE COLLEGE OF NEW JERSEY**

LTV Club Member

Fall 2014 - Spring 2016

- Executive Board Member
- Produced, filmed and edited campus lifestyle television show.

Spring 2015 - Spring 2016

Lambda Pi Eta

Fall 2016 – Spring 2018

- General Member

## **EDUCATION**

### **THE COLLEGE OF NEW JERSEY**

May 2018

Bachelors of Arts Degree in Communication Studies with a concentration in Radio/Television/Film and Graphic Design minor.