

Lee Sandra Alexandre

5730 Cypress Creek Drive Apt 103, Hyattsville MD | (240) 615-7609 | leesandraalexandre@gmail.com

EXPERIENCE:

May - Present
2014 2016

Hearst Television Washington Bureau, Washington D.C.

Associate Producer- work closely with correspondents and photographers to gather and produce material for political & national packages, write assigned stories, coordinate and book satellite time, conduct interviews with government officials, members of congress and analysts, take bookings of bureau's daily offerings, remote and field coordinate reporter live hits among 32 Hearst Stations, monitor/ ingest live feeds of congressional hearings, political events and news pressers, occasional travel and field producing of major news events: Pope Francis U.S. visit, SCOTUS rulings and 2016 New Hampshire presidential primaries.

Jan. – May
2014

Cox Media Group Washington Bureau, Washington, D.C.

Freelance Producer- researched, wrote and produced assigned stories, filmed and interviewed local lawmakers for Cox stations upon request, edit b-roll for VOSOTs and soundbites for radio hits, assisted producers and correspondents with gathering material for packages, fill-in on assignment desk when needed.

Aug. – Nov.
2010 2013

WFTV/Cox Media Group, Orlando, FL

Associate Producer- wrote assigned stories, teases and web elements for AM newscasts, screened b-roll for stories, transcribed interviews, created supers and on-screen graphics, formatted elements in iNews rundown, remote coordinated live shots from control room, fill in as traffic coordinator for AM newscasts, occasionally produced for station's weekly show *Central Florida Spotlight*, answered and direct calls for assignment desk.

Sept. - May
2009 2010

Investigative Reporting Workshop/American University, Washington, D.C.

Staff Assistant- conducted research and recorded data for online [FIOA audit](#) of D.C. Government agencies, wrote weekly updates for editors and staff, assisted producers with field interviews and served as production intern for *FRONTLINE* documentary "[Flying Cheap.](#)"

June - Aug.
2008 & 2009

WKMG/Graham Media Group, Orlando, FL

Emma L. Bowen Fellowship- assisted station's Creative Services Department with writing and editing station promos, wrote daily topicals and public service ads, pitched promo ideas during strategy sessions, maintained promo's logs and researched footage for special projects.

Jan. - May
2009

Fox News Channel, Washington, D.C.

College Associate- assisted producers and reporters at Fox Business Network with research and fact checking, transcribed congressional hearings and media gaggles, maintained database of guest contact info, greet and escort on-air show guests for live hits and interviews.

Aug. - May
2006 2010

Howard University Television/ PBS Station, Washington, D.C.

Production Intern- assisted producers and editors with studio & field shoots, scheduled editing sessions, filmed campus events, emailed executive producer on progress of projects in post-production, delivered approved materials to master control, served as liaison between students and staff members, and managed equipment check-out log for student projects.

EDUCATION:

Howard University, Washington, D.C. Bachelor of Arts in Journalism (May 2010)

- Skilled in Microsoft Office: Outlook, Word, Excel, PowerPoint and Access.
- Adept in using Apple and Windows computers.
- Proficient in iNews, ENPS, CNN Oasis, ScheduLINK, and FTP
- Trained in shooting on P2 cameras and Non-linear editing

Lee Sandra Alexandre

5730 Cypress Creek Drive Apt 103, Hyattsville MD | (240) 615-7609 | leesandraalexandre@gmail.com

Professional References:

Nikole Killion
Correspondent
Hearst Television Washington Bureau
nkillion@hearst.com
202-320-6418

Carlos Olazagasti
Photographer/ Editor
Hearst Television Washington Bureau
colazagasti@hearst.com
443-739-4652

Heidi Junk
Former Bureau Chief
Cox Media Group Washington Bureau
heidijunk@verizon.net

Bria Cousins
Coordinating Producer
CNBC Washington Bureau
bria.cousins@gmail.com
201-983-7386

Ashley Anischko
News Producer
Cox Media Group/ WFTV
Ashley.anischko@wftv.com
407-227-8268

Olaniyi Areke
Former Executive Producer/ Director of Student Training
Howard University Television
majestick@hotmail.com
301-395-0326