

## ТО

Gearbox Software Frisco, TX

## POSITION

**Production Coordinator** 

## DATE

June 5, 2018

Hello Gearbox Softwarel

Have you been searching for an enthusiastic, charismatic individual who enjoys the game industry? My name is Macauley Hopper, and here's what I could immediately bring to the table as a Production Coordinator at Gearbox Software.

I believe that a good production coordinator not only acts as a bridge between the facets of a company, but also between department teams - even down to the individual people. That's why when my most recent company XO Communications brought in remote workers from India, I made sure to schedule personal, daily meetings with them to make sure they were on task and felt welcomed to our workplace environment. Just because they weren't in the office didn't mean they mattered any less.

When XO Communications shuddered their staff with a series of layoffs, I found myself in a predicament of unemployment I could have spent a week or two licking my wounds, however, this isn't my style. In the first twenty four hours, I had subscribed to more than a half dozen job boards, contacted local recruiters about open positions, and got myself enrolled into a C++ programming course. This is the passion and drive I bring every day of the week, be it with professional work or personal projects.

One of my personal projects, A.R.C.H.O.N for example, I helped document the core mechanics of the game and helped analyze the information from the leads to sort out priority tasks, if a task was taking longer than estimated I would determine the causes of production slowdown.

There will almost alwasy be times when the unexpected happens and you have to remain calm, and coming from experience, I believe the best way to do this is - knowing team/good rapport, maximizing the skill set of each individual, being flexible on the job, and having a well planned schedule.

Thank you for your time!

Macauley Hopper