

Stephanie Rose Cimmino

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Professional Experience

Video Editor & Senior Media Manager

April 2009 - Present

Health Guru Media (HealthGuru.com)

New York, NY

Responsible for assembling all raw footage, shot in house or on location. Overseeing and organizing art direction, pre-production. Assisting with on-set preparation, pre-production. Contacting and booking, hair and makeup, pre-production. Working teleprompter during production. Compressing and delivering/uploading all media and associated data to website. Managing and maintaining the wealth of HealthGuru's media and data assets, and trafficking web content. Maintaining HealthGuru's two YouTube channels.

Research Analyst

March 2008 - March 2009

TeleRep Inc.

New York, NY

Responsible for processing and analyzing audience reports to evaluate and produce sales/marketing tools, serving as a liaison between station management and the research department, assisting in special projects for management or client stations and attending sales meetings. Providing the company and client station salespeople with the marketing material they need to sell advertising time on TeleRep stations.

PR Intern

December 2007 – March 2008

Tourism Ireland

New York, NY

Responsible for the organization and coordination of various high-scale events, including a Dress for Success event with keynote speaker Lisa Kudrow, and the Warner Brothers pre-released screening of PS I Love You. Created invitations, menus, gift bags and press release folders. Organized and arranged the details of prizewinner trips to Ireland. Heavy correspondence with advertisers and media representatives. Updated Tourism Ireland TV coverage and PR master databases.

Marketing Assistant

June 2007 – November 2007

Tourism Ireland

New York, NY

Responsible for the organization of meeting coordination, travel arrangements and record keeping. Prepared reports, presentations and promotional materials. Heavy communication and corresponding with members of the tourism industry both in the US and Ireland, including: consultants, tour operators and airline executives. Offered assistance in budgetary and financial control: preparing financial reports for analysis, reviewing and summarizing and tracking projects costs (making suggestions for cost savings). Heavy use of PowerPoint, Word, and Excel.

Education

Eastchester High School

2003

Eastchester, NY

Regent's Diploma

Hofstra University

2007

Hempstead, NY

B.A., Video/Television Broadcasting, with a minor in Sociology

Dean's List.

Computer/Media Equipment Competencies

General knowledge and experience with: Mac OS, Windows, Final Cut Pro, Avid, Adobe Premiere Pro, Adobe Photoshop, Adobe After Effects, Adobe Illustrator, Adobe InDesign, Adobe Soundbooth, Adobe Media Encoder, Adobe Bridge, Soundtrack Pro, DVD Studio Pro, Compressor, On2 Flix Pro, PromptDog, Non-linear Editing, NeoOffice, OpenOffice, Microsoft Office, Sonnet QIO-E34 P2 card reader, Panasonic AG-HVX200 Camcorder, Sennheiser MKH-416 Short Shotgun Mic, Audio Technica BP4073 Shotgun Mic, Lectrosonics 400 Wireless UHF LAV Mic (Block26) – UCR411, Tram TR50 - Omnidirectional Lavalier