

# Sean Cone

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## Career Aspirations

To use my extensive knowledge of popular music and mixing and editing programs to support and collaborate with filmmakers while engaging in an environment that promotes growth and innovation.

## Skills

Proficient in:

- Collaborating and problem solving within a team high achieving creatives.
- Mac and PC operating systems.

Enjoy learning and supporting software packages:

Audacity, Ableton Live, GarageBand, Serato DJ Pro, rekordbox, Traktor, iMovie, iTunes, Apple Music, Spotify, SONOS, MS Word, Excel, Pages, Numbers, FileMaker Pro, Oracle, ADP, MS Dynamics SL, MS Outlook, Apex, Crystal Reports.

## Education

University of Colorado Boulder | Boulder, CO  
Graduated with a BS in News-Editorial Journalism in 2004.

References available upon request.

## Work Experience

Southpaw | Los Angeles ► Salon Manager/Payroll Coordinator

2014 — Present

- Oversee and support a team of nine hair stylists coordinating complex schedules and commitments.
- Work to successfully manage hair stylists and facilitate an exceptional customer service environment in a high-volume one-of-a-kind men's salon in Los Angeles.
- Entrusted with running payroll manually for the owners' three salons in California and Wisconsin.
- Make nine-hour long playlists in real time pulling from Spotify, SoundCloud and personal collection in iTunes.
- Share excerpted playlists on company Spotify account.
- Effectively train front-desk staff on workplace procedures. Handle all staff time-off inquiries and shift trades, track time off and paid time off with monthly spreadsheets, monitor retail-per-client tickets and create monthly salon calendars.

Redshoe | Los Angeles ► DJ Assistant

2018 — Present

- Assist founder of company at large, high-end weddings and bar mitzvahs across southern California. Work with vendors and event planners, adhering to timelines. Assist in logistics, sound system setup and configuration, testing and breakdown.

Sean is your DJ | Los Angeles ► DJ

2017 — Present

- Creator and resident DJ of GROOVY at the Friend, Silver Lake.
- Share unedited, seamless live mixes on SoundCloud.
- Professional services lent too: fundraising events, weddings, birthday parties and holiday parties.
- Commissioned to create long-form playlists for retail and educational environments.

### Payroll Tax Coordinator

Cast & Crew Entertainment Services  
Burbank, CA  
2012-2014

### Database Administrator

Arid Lands Institute at Woodbury University  
Burbank, CA  
2013-2014

### Marketing Coordinator

Aware Products  
Chatsworth, CA  
2012

### Payroll and Accounting Administration

Mountain States Employers Council  
Denver, CO  
2010-2012

### Agency Relations Assistant

Food Bank of the Rockies  
Denver, CO  
2009

### Grants Program Assistant

Daniels Fund  
Denver, CO  
2008

### Administrative Assistant

Free Speech TV  
Denver, CO  
2007-2008

### Administrative Assistant

Energy Outreach Colorado  
Denver, CO  
2005-2006