

Audio Visual Specialist

ROBERT SMITH

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Objective

To obtain a Audio Visual Specialist profession responsible for Handling and supervising distribution bookings & assignments of audiovisual equipment. Experience in providing counter service and directing service to media technology classrooms/to customers in a college or division, etc.,.

Skills

Project Management, Audio Editing, Video Production, Audio, Video Editing, Management Skills, Accounting Skills.

Work Experience

Audio Visual Specialist

ABC Corporation - January 1989 - 1989

- Operated soundboards during live broadcasts as well as during other productions.
- Set up wireless or wired microphones for guests and other sound needs.
- Operated analog and digital video cameras.
- Responsible for total Audio/Visual functions of two high technology demonstration and integration centers to document, operate, maintain, and upgrade.
- Responsible for connecting multilevel secure labs within facilities to presentation systems and designing and development video capture and storage.
- Performed A/V Installations As well as wire racks and upload firmware.
- Acquired, catalog, and maintained collections of audiovisual material such as films, video- and audio-tapes, photographs, and software programs.

Audio Visual Specialist

Delta Corporation - 1984 - 1989

- Answer phone and schedule appointments Prepare labels for DVDs and CDs and package bulk DVDs and CDs into sleeves and cases Load and unload audio.
- Designed Posters, flyers, signs, etc.
- Recorded various B-Roll assignments and edited various B-Roll assignments.
- Awarded for excellence by the USDA Forest Service and ARMY National Guard for my work during Operation Alesia in summer.
- Produced course instructional material.
- This included classroom manual, handouts, videotapes, as well as, compact discs.
- Maintained all course records that are shipped out to ensure the proper delivery of all instructional material.

Education

Associates In Audio Production