

Robert Smith

First Assistant Director

PERSONAL STATEMENT

Accomplished and energetic professional seeking employment with a results-oriented company that seeks an ambitious and career-conscious person, where acquired skills will be utilized toward growth and advancement.

WORK EXPERIENCE

First Assistant Director

ABC Corporation - July 2015 - July 2015

Responsibilities:

- Prepared props for scenes and facilitated the smooth running of the set.
- Assistant Director on the production Mother and Daughter Day.
- Coordinated preproduction with the director & producer; scheduled the shoot; broke down.
- Produced and directed "The Last Ace" a documentary about Brigadier.
- Created shot lists, booked talent and locations, and prepared the location and set for shooting.
- Managed to cast and selected shot locations.
- Coordinated with the talent relations department to facilitate the execution and payment of talent contracts.

First Assistant Director

Delta Corporation - 2014 - 2015

Responsibilities:

- Prepared props for scenes and facilitated the smooth running of the set.
- Assistant Director on the production Mother and Daughter Day.
- Coordinated preproduction with the director & producer; scheduled the shoot; broke down.
- Produced and directed "The Last Ace" a documentary about Brigadier.
- Created shot lists, booked talent and locations, and prepared the location and set for shooting.
- Managed to cast and selected shot locations.
- Coordinated with the talent relations department to facilitate the execution and payment of talent contracts.

Education

Bachelor of Arts in Sound Design and Audio Programming - (New York Film Academy - Burbank, CA)

CONTACT DETAILS

1737 Marshville Road,
Alabama
(123)-456-7899
info@qwikresume.com
www.qwikresume.com

SKILLS

Conflict Resolution,
Fast/Adaptive Learning,
CriticalThinking &
Problem Solving,
Statistical Analysis,
Budgeting.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference - 1 (Company Name)
Reference - 2 (Company Name)