

Non-Technical Resume Sample

Luke Producer

Phone: (814) 555-1230
E-mail: lproducer@aol.com

Current Address:
1100 W. Downtown Pl.
Anytown, PA 12346

Permanent Address:
1144 My Home Rd.
Mainspot, NY 12335

OBJECTIVE

To obtain a full-time production assistant role in the sports entertainment industry.

EDUCATION

The Pennsylvania State University, *University Park, PA* May 2018
Bachelor of Arts in Broadcast Journalism *GPA: 3.0*

TELEVISION PRODUCTION EXPERIENCE

Centre County Report Spring 2017
NewsCast Training Program University Park, PA

- Collaborated with producers in logging sporting events for highlight selection on air
- Produced weekly packages for multiple sporting and news events
- Performed various roles such as producer, director, editor, and writer through the rotation program

"Being a Superhero" Fall 2016
Documentary Producer University Park, PA

- Produced, audio-record and edited, directed, and filmed a 9-minute documentary for a class project
- Recruited and interviewed cast members for documentary
- Collaborated with cast members to increase their comfort around filming equipment
- Invited to present documentary at Film Festival 2016

Penn State Network Television (PSNTV) Fall 2015 – Spring 2016
Production Assistant Volunteer University Park, PA

- Collaborated with The Statement staff producers for weekly TV show by idea development and script
- Operated camera and audio for general meetings

OTHER RELEVANT EXPERIENCE

ComRadio Spring 2015 – Spring 2016
Radio Show Co-host University Park, PA

- Wrote scripts and co-hosted radio show (Real Talk) twice a week
- Created and recorded all shows intros, bumps, and commercials
- Generated social media content for show and interacted with followers

The Daily Collegian Spring 2015 – Spring 2016
Layout Team Member- Business Division University Park, PA

- Collaborated with News Division to properly fit and format advertisement size and layout
- Assisted managing editor with final paper layout to meet deadlines

SKILLS

- Highly Proficient in utilizing videography and audio equipment
- Experienced in Final Cut Pro, Adobe Premiere, linear editing, Pro Tools, Hindenburg
- Proficient in Studio Camera Operations, Teleprompter, and Chyron

LEADERSHIP

The Pennsylvania State University Fall 2016 – Present
THON Captain University Park, PA

- Plan and coordinate 7-10 fundraising events per academic year, which generates \$100,000+ annually
- Educate donors and sponsors on importance of supporting pediatric cancer research