

## MEDIA CONSULTANT

### Professional Summary

FILM & MEDIA | PUBLIC SPEAKING & COMMUNICATIONS | PRODUCTION | EDITING | STAFF MANAGEMENT SUMMARY OF QUALIFICATIONS Award-winning multi-media professional with 14+ years of wide-ranging experience in film, television and video production. Self-motivated and highly reliable; work well both independently and as part of a team. Proven ability to manage multiple projects and deadlines. Tactful and diplomatic, able to build and develop small and large creative and technical teams. Sophisticated communication skills with strong troubleshooting capabilities; collaborate well with managers and external partners to effectively develop teams and organize workflows from pre-to post-production. Seeking an opportunity to leverage my diverse skills and contribute to the success of creative teams.

### Skills

- MS Word, Excel, Outlook, PowerPoint, Internet
- And social media savvy
- Editing: Final Cut Seven, Avid, Adobe Premiere
- Production scheduling, budgeting, script review & breakdowns:
- Movie Magic
- Administrative, Scheduling
- Adobe Premiere, Script
- Arabic, Staffing
- Avid, Stories
- Budgeting, Time
- Content, Management
- Clients, Video
- Delivery, Video Production
- Documentation, Videography
- Editing, Workflow
- Fluent in English
- Film
- French
- Fundraising
- Hebrew
- Invoicing
- Director
- Magic
- Marketing
- Media production
- Excel
- Outlook
- PowerPoint
- MS Word
- Negotiations
- Communicator
- Camera
- Photography
- Presentations
- Pricing
- Processes
- Public relations
- Public speaking
- Speaking
- Read

### Work History

01/2017 to Current

Company Name " City , State

- As a Partner in a videography and photography production service focused on lifestyle presentations, pitch a range of services to potential clients.
- Maintain effective professional relationships with people from diverse backgrounds: meet with industry representatives and media partners, liaise with clients.
- Negotiate pricing, responsible for product delivery and invoicing.
- Create and maintain production schedules and optimize staffing.
- Manage day-to-day workflow including video and photography production.
- Define and ensure guidelines, best practices and processes are followed by the team while providing support and expertise.
- Obtain necessary licenses and documentation for location shoots.
- Identify production-related problems and implement appropriate solutions.

MEDIA CONSULTANT , 01/2010 to 07/2015

Company Name " City , State

- Directed public relations campaigns and developed media plans with the director of a well-known grassroots media production and distribution organization.
- Organized fundraising and public speaking tours.
- Directed and Line Produced feature-length film: coordinated staff on set, created and adhered to shooting timetable.
- Managed production staff.
- Filmed and translated interviews.
- Collaborated with the executive producers on production decisions, fundraising and marketing.
- Set up engagements in the US and Europe and did speaking tour to promote film.

07/2006 to 07/2009

Company Name " City , State

- Communicated with Newsroom Producers and Video Production Managers to plan and develop content strategies.
- Consistently met shooting, editing and production deadlines.
- Gathered and shared information quickly and calmly under tight schedules and constantly changing situations.
- Filmed live events and conducted interviews.
- Put together news packages.
- Edited footage and published content online.
- Operated camera for single- and multiple-camera productions.
- Successfully persuaded interviewees to tell personal stories to a regional audience.

#### Education

MA : Film & Media Production , 09/2016

New York Film Academy - City , State

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#### Languages

Fully fluent in English and Arabic, proficient in Hebrew and French (read, write and speak)

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- Movie Magic,
- Administrative, Adobe Premiere, Arabic, Avid, budgeting, content, clients, delivery, documentation, Editing, fluent in English, film, French, fundraising, Hebrew, invoicing, director, Magic, marketing, media production, Excel, Outlook, PowerPoint, MS Word, negotiations, communicator, camera, photography, presentations, pricing, processes, public relations, public speaking, speaking, read, scheduling, script, staffing, stories, time
- Management, video, Video Production, videography, workflow

#### Additional Information

- FILMFESTIVALS , United Nations Associations Film Festival (UNAFF) 10th Al-Jazeera International Film Festival Kuala Lumpur Film

Festival Harlem International Film Festival Manhattan Film Festival NYACK Film Festival The Yonkers Fest Film Festival (YOFI)  
SELECTEDAWARDS Aloha Accolade Award, Honolulu International Film Festival Humanity Spirit Award, The World's International  
Film Festival (TWIFF) Audience Award, Bellingham Human Rights Film Festival Audience Selection Award, Uno Port Art Films