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Experience

Team Member - University of South Alabama Bookstore December 2024-Present

- Assists customers with textbook rentals, returns, and purchases
- · Sorts, tags, and shelves textbooks
- Handles incoming phone calls and customer inquiries
- Assembles 20+ textbook orders daily
- · Carries out nightly closing tasks

Projects

Producer | "With T*ts" Animated Short Film

June 2023- May 2024

- Managed scheduling and deadlines for a team of 9 full-time members plus 15 extra help members
- Monitored file organization and submission
- Continually tracked progress of project to plan next steps and longterm goals
- · Delegated tasks between team members
- Compiled weekly progress presentations and delivered them alongside the Director

Producer | "Bumper_Final.mp4" Animated Short Film January 2023 - March 2023

- Managed scheduling and deadlines for team of 9 artists
- Tracked film progress to plan next steps and long term goals
- · Delegated tasks between team members
- Monitored file organization and submission
- · Delivered progress presentations at deadlines

Team member/Artist | SCADpro x Red Kulture | September 2023-November 2023

- · Designed characters and character outfits
- Assisted team in event setup for client presentation

Education

Bachelor of Fine Arts | Animation Savannah College of Art and Design September 2020- June 2024

• 3.8 GPA - Graduated Magna Cum Laude

Softwares

- Google Suite (Sheets, Slides, Forms, Docs)
- Adobe Suite (Illustrator, After Effects, Premiere, InDesign, Photoshop)
- Microsoft Suite (Word, Excel, PowerPoint)
- Shotgrid (alt. Flow Production Tracking)

Skills

- Production Management
- Project Progress Tracking
- Organization
- Prioritization

- Problem solving.
- Flexibility
- Data Entry
- Communication