



A.K. MOORE

Film & TV Assistant

PROFILE

While in college, I worked to refine my writing, directing, and producing abilities, while also maintaining a positive relationship and freelance schedule with local productions. I'm looking to acquire PA, Intern, or Assistant jobs that will allow me to further grow and develop my skills as I work toward becoming a showrunner.

 964-681-0808

 alex.moore1996@gmail.com
www.akmooremedia.com

 Los Angeles, CA

References

Lisa Peterson
407-823-5430
Lisa.Peterson@ucf.edu

Barry Sandler
407-823-4387
Barry.Sandler@ucf.edu

Jonathan Bowen
407-823-3803
Jonathan.Bowen@ucf.edu



EXPERIENCE

Production Assistant @ Future Man | Aug 2018

Worked closely with the assistant directors and talent on episodes 211 and 212 for the Hulu show.

Production Assistant @ Maxime Photo & Video | Nov 2017

Worked on their Race of Life promo video for REV. Worked closely on set with the director and producer to help ensure the filming stayed on schedule.

Videographer & Editor @ Restaurant Equipment World | Dec 2016 - Jun 2017

Filmed, edited, and created motion graphics for restaurant videos. Developed and created promotional videos.

Production & Development Intern @ PCH Films | May 2016/2017 - Aug 2016/2017

Managed a growing database of incoming submissions, daily script/book coverage. Provided notes on new drafts of current projects and generated talent databases. Worked as a production assistant on their ALS documentary *Augie*.

Student Concierge @ Kaplan Test Prep | Dec 2015 - Aug 2016

Answered up to twenty telephone calls per hour, assisted clients, updated client information, and input data into the computer.

Office Assistant @ Law Office of Robert S. Norell | Feb 2013 - Jul 2014

Input data into the computer, created and updated client folders, maintained an organized workspace, and associated secretarial duties (answering phones, filing, copying/faxing).

Volunteer @ The Museum of Discovery and Science | May 2010 - Jul 2014

Worked as a sales associate in the gift store, as a tour guide, and as a videographer and photographer.



EDUCATION

B.F.A in Film Production @ University of Central Florida | 2014 - 2018

Minor in Entrepreneurship
GPA 3.95



CERTIFICATES & AWARDS

Silver Knight Honorable Mention in Art from the Miami Herald | 2014

Honorable Mention in the Los Angeles Movie Awards | 2012

Volunteer of the Quarter at The Museum of Discovery and Science | 2011



SKILLS

PREMIERE PRO	DAVINCI RESOLVE	MOVIE MAGIC
AFTER EFFECTS	FINAL CUT PRO	SCENECHRONIZE
AUDITION	AVID	MICROSOFT OFFICE
PHOTOSHOP	FINAL DRAFT	COMPUTER REPAIR
ILLUSTRATOR	SHOWBIZ	NASE DIVERS CERTIFIED