**First and Last Name**

Address | Phone | Email

# OBJECTIVE

To obtain a file and video internship for the spring semester.

# EDUCATION

State University of New York at New Paltz, New Paltz, NY Anticipated May 2020

# Bachelor of Arts in Digital Media Production, Minor: Film and Video Studies

GPA: 3.58, Dean’s List Fall 2017- Spring 2019

# RELATED COURSEWORK

* Digital Storytelling
* Writing for Digital Media
* Audio Production
* Introduction to Media Programming and Management
* Radio-TV Performance
* History of American Television (IP)
* TV Studio Production (IP)
* History of Film (IP)

# SKILLS

**Editing**: Protools, Audacity, Premiere Pro, and Avid **Presentation**: Microsoft Word, PowerPoint, and Excel **Languages**: Mandarin Chinese

# RELATED EXPERIENCE

***Media Intern***, Half Yard Productions, New York, New York June - August 2019

* + Gained knowledge on setting up, production processes and operations and problem solving when overshadowing production of *Say Yes to the Dress: The Big Day*.
  + Assisted talent and crew members on set.
  + Logged actuality footage of talents’ interviews.
  + Familiarized with media equipment including cameras, lights, and mics when transporting from locations in New York City.

**SUPPORTING EXPERIENCE**

*Volunteer*, Suffern Free Library, Suffern May 2017 - August 2019

* Reorganized misplaced books on shelves.

*Camp Counselor,* Town of Ramapo, Suffern, NY July 2018 - August 2018

* Supervised group of twenty children, ages five through seven.
* Ensured children’s safety during camp hours.
* Created structured activities for campers.

# CAMPUS ACTIVITIES

*Member*, Emerging Leaders September 2017 - May 2018

* Developed communication and leadership skills via solo and team activities.
* Participated in activities that strengthened interpersonal skills global perspectives, service learning, values and ethics, and personal empowerment.