

# Caitlin Bussey

Production Assistant with a few months of experience on narrative television and short film sets. Eager to learn and provide a positive attitude on set.

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## PROJECTS

### Production Assistant — *Duster (HBO Max Pilot)*

October 2021

- Locked down the set during 12-hour night shoots to prevent passers-by from interfering with any takes

### 1st Assistant Director — *Multiple Student Films*

2021 - 2023

- Scheduled, coordinated, and managed 3-day shoots for 10-15 page short films

### Producer — *Multiple Student Films*

2021

- Organized and wrangled logistics for multiple short films concurrently including location management, casting, and catering

## EDUCATION

### The University of Arizona, Honors College | Tucson, AZ

Graduated December 2023

### Bachelor of Arts in Film & Television | Minor in Theatre | Minor in Mathematics

*Honors Thesis: The Student Assistant Director's Guidebook*

### Arizona FILM READY PA Workshop | Tucson, AZ

January 2024

50 hours of Production Assistant training and experience

### Assistant Director Training Seminar | Tucson, AZ

September 2021

10 hours of intensive AD training

## ADDITIONAL EXPERIENCE

### Development Assistant, Lisanne Skyler — Tucson, AZ

June - December 2023

- Drafted episodic as well as season coverage for in-progress project
- Researched and compiled relevant project information, including locations, cast, comps, etc. for pitch materials
- Prepared and revised drafts of pitch deck for project

### Attractions Operator, Walt Disney World — Orlando, FL

March 2022 - January 2023

- Assisted 8,000+ guests daily moving through the queue and ride vehicles safely and efficiently
- Operated attraction equipment with appropriate operational training and addressed minor technical difficulties when needed
- Stood and moved around during shifts ranging from 7-14 hours

## SKILLS

Set PA

Microsoft Office Suite

Google G-Suite

Apple iWork Suite

Adobe Creative Suite

Script Coverage

## AWARDS

Arizona FILM READY PA

Certification - January 2024

## LANGUAGES

English

American Sign Language