

EMMA SINEX

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ABOUT ME

Self-motivated University graduate, eager to contribute my positive attitude, work ethic, and attention to detail. I have worked in production and post production for various projects in Tucson and Los Angeles, including Netflix's *Stranger Things World Tour*. Collaborative team-member who works well with deadlines. Currently looking for an entry level post-production position.

PRODUCTION & POST-PRODUCTION EXPERIENCE

- Assistant Editor, *A Street Productions*** Tucson, AZ, May, 2020-Present
- Sync and transcribe interview footage and audio for documentary feature
 - Create and organize selects sequences of footage for documentary feature
 - Assemble and deliver rough cuts of scenes and interviews for projects and grant proposals
 - Ensure all media, projects, and documents are backed up on every drive
- Post Production Assistant, *North Center Productions*** Tucson, AZ, October-November, 2021
- Transported hard drives containing media to and from set throughout the day
 - Loaded and organized LTO tapes into the robot and coordinated with post team in LA
 - Arranged deliveries of media files and backups to the dailies team in LA
- Equipment Management Associate, *Media Arts Production Lab*** Tucson, AZ August 2019- May 2020
- Cataloged and labeled equipment for check-in and check-out
 - Organized inventory of all equipment and ongoing rentals
 - Troubleshoot any technical issues with various equipment and software
- Editing Intern, *Copilot Corp* (Netflix project)** Los Angeles, CA, June-July, 2019
- Imported and organized footage and audio for upcoming projects
 - Created selects sequences for new material as it came in
 - Delivered media cards and hard drive containing sensitive information
- Office Intern, *Fancy Film Post Production*** Los Angeles, CA, May-July, 2019
- Cataloged and labeled hard drives and media for check-in and check-out
 - Performed quality checks on outgoing projects for film festivals and social media
 - Created and managed a new company Instagram account (@dogsoffancy)

SKILLS

Computer: Adobe Premiere Pro CC, Final Cut Pro X, DaVinci Resolve, AVID Media Composer, Protools, Adobe Photoshop, Adobe Media Encoder, Adobe After Effects, Microsoft Office, Keystone Assembly, LTO Tapes

Production Equipment: Canon Cameras, Shoulder Rig, Lighting, ZOOM F4, ZOOM H4, Wireless Microphones, Shotgun Microphones

Communication: French, Customer Service, Social Media (Facebook, Instagram, Snapchat, YouTube)

EDUCATION

The University of Arizona

The School of Theater, Film & Television

Bachelor of Fine Arts in Film and Television, Magna Cum Laude, May, 2020

INTERESTS

Horror Film Enthusiast, Modern Dancer, Dinosaur Lover