

NICOLLE HOWARD
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EXPERIENCE

July 2022 to August 2022

AUSTIN FILM FESTIVAL, Austin, Texas

Position: Script Reader

Duties: Read scripts for Austin Film Festival Feature Screenplay Competition judging on concept, plot, structure, characters, and dialogue.

October 2019 to April 2022

PHOENIX INTERNATIONAL FILM FESTIVAL, Phoenix, Arizona

Position: Volunteer Film Screener and Script Reader

Duties: Screen and judge films based on the story, acting, and technical aspects. Read scripts for Phoenix Film Festival Short Screenplay Competition judging on writing skill, story, pacing, characterization, and dialogue.

Notable accomplishments:

- For the 2022 Short Screenplay Competition, two first-round reads were finalists.
- For the 2021 Short Screenplay Competition, two first-round reads placed 1st and 3rd place; three first-round reads were finalists.
- One first round film screened won Best World Cinema Short Film in 2020.

May 2021 to September 2021

SCREEN AND STORY FILM FESTIVAL, London, UK

Position: Volunteer Script Reviewer

Duties: Read scripts for Screen and Story Film Festival Screenplay Competition, judging on concept, structure, plot, pacing, characters, and dialogue.

Notable accomplishments:

- For the 2021 Screenplay Competition, three first-round reads made the Short List, two made the Semi-Finals, and one made Outstanding Feature Screenplay.

June 2016 to August 2017

THE FORESIGHT COMPANIES, LLC, Phoenix, Arizona

Position: Bookkeeper and Administrative Specialist

Duties: Word Processing, Filing, Proofreading, Answer phones, Code receipts, Balance checkbooks and credit card statements, Produce Profit and Loss reports, Invoice clientele, Receive payments, Apply payments to customer contracts, Research billing discrepancies,

Pay bills, File TPT forms for city and state, Preparation of personal property tax forms, Individual and corporate income tax returns, Notary Public

Notable Accomplishments:

- Learned how to use ACT! Database
- Learned to use Intuit ProSeries Tax Software

February 2007 to October 2016

PROFIT SAVERS, LLC, Peoria, Arizona

Position: Accounting Assistant

Duties: Code receipts, Balance checkbooks and credit card statements, Produce Profit and Loss reports, Invoice clientele, Receive payments, Apply payments to customer contracts, File TPT forms for city and state, Research billing discrepancies, Pay bills, Preparation of personal property tax forms, Individual and corporate income tax returns, Answer phones, Word Processing, Filing, Notary Public

Notable Accomplishments:

- Learned how to use QuickBooks desktop and online versions
- Organized accounting office and maintained accounting books for clients with multiple entities.

SKILLS

Proficient in Microsoft Office Suite, Including Word and Excel • Over under extension cord wrap • Critical thinking and creative writing skills • Understand how premise, storyline, characterization, dialogue, and structure interact to make a good story • Create coverages that include worthwhile suggestions • Never snarky, nasty, degrading, or disrespectful

EDUCATION

Arizona Film Ready Production Assistant Certification Program (December 2022)
Hollywood Screenreaders Insider Track (March 2020) Certificate of Excellence
Northern Arizona University, Flagstaff, Arizona (1992-1996) Print Journalism