

ALEXA LEITING

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SUMMARY

Dedicated film student and Production Resources employee with a minor in journalism and extensive experience in crafting written and visual artwork. Proven skills in video production and graphic design, collaboration, and time management. Passionate about film creation, with a strong emphasis in storytelling and screenwriting. Knowledgeable about leadership and project management. Seeking involvement in the world of film production where I can utilize my skills in story creation and communication to promote the success of any project.

KEY SKILLS

Video Production/Graphic Design

- Produced and edited multiple video story packages using Adobe Premiere Pro in an advanced broadcasting course.
- Filmed and livestreamed high school sports competitions, with one livestream reaching over 18k views.
- Designed numerous graphics for a school newspaper using Adobe InDesign, and earned first place at the Nebraska High School Journalism State Contest.

Collaboration

- Fostered teamwork in a dance and vocal performance club as a Dance Captain, contributing to choreography, vocal arrangements, and performance coordination to ensure the team's success.
- Worked closely with coworkers at Starbucks to design and implement a streamlined system for delivering drinks and food as quickly as possible, significantly improving overall efficiency and enhancing customer satisfaction.

Time Management

- Maintained a 3.89 GPA in high school while balancing multiple leadership roles, including president of the National Honor Society, along with managing a part-time job, showing strong time management and organizational skills.
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WORK EXPERIENCE

Production Resources

Aug 2024 - Current

- Managed student checkouts and returns of film equipment.
- Maintained film equipment organization and upkeep of editing/sound suites.
- Gained knowledge of various types of film equipment and troubleshooting methods.

Starbucks

Mar 2023 - Current

- Crafted food and drink by following all steps of the recipes and health code.
 - Created and maintained a collaborative and efficient work environment.
 - Provided attentive service to all customers and quickly resolved any issues.
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EDUCATION

BA Film & Television with a minor in Journalism

Aug 2024 - May 2026

University of Arizona

- Final GPA: TBD

Associate of Arts Degree

Aug 2020 - May 2024

Metropolitan Community College

- Final GPA: 3.78

High School Diploma

Aug 2020 - May 2024

Millard South High School

- Final GPA: 3.89
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PROFICIENCIES

- Adobe InDesign
- Adobe Premiere Pro
- Camera Operation
- Creative/Journalistic Writing
- Time Management
- Customer Service
- Quick Problem Solving
- Team Leadership
- Positive Attitude
- Efficiency