

MICHAEL THOMPSON

Set Production Assistant

(404) 555-6789

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Atlanta, GA



PROFESSIONAL SUMMARY

Reliable Set Production Assistant with hands-on experience in coordinating set operations and supporting production teams. Eager to contribute to high-profile productions at Pinewood Atlanta Studios.

EDUCATION

Associate of Science in Film Production

Savannah College of Art and Design / Atlanta, GA

Graduated: May 2021

SKILLS

- Strong ability to work under pressure and meet tight deadlines Expert
- Familiar with lighting and grip equipment Expert
- Knowledge of on-set safety regulations Expert
- Proficient in Adobe Creative Suite and MS Office Expert
- Camera Operation: Canon, RED, Arri Alexa Expert
- Grip Equipment: C-stands, dollies, and cranes Expert
- Lighting: Basic setup, 3-point lighting, LED, HMI Expert
- Editing Software: Basic proficiency in Adobe Premiere Pro and Final Cut Pro Expert

EXPERIENCE

2023 - Now

Set Production Assistant

Pinewood Atlanta Studios / Atlanta, GA

- Assist in the setup and breakdown of sets for various film and TV productions.
- Manage craft services, ensuring crew members were adequately supplied with refreshments.
- Facilitate communication between departments, ensuring smooth operation on set.
- Ensure all equipment was correctly stored and accounted for, reducing loss by 10%.

2021 - 2023

Production Runner

Tyler Perry Studios / Atlanta, GA

- Provided general assistance to production teams, including running errands and facilitating transportation.
- Assisted in the distribution of scripts, sides, and call sheets to cast and crew.
- Supported the Props Department by sourcing and organizing props as required.

PROJECTS

2023 - 2023

"Echoes of Atlanta" (TV Series)

Set Production Assistant, Pinewood Atlanta Studios

- Assisted in setting up complex scenes involving multiple camera angles and extensive lighting setups.