

 (512) 555-3456

 joshuaedwards@email.com

 Austin, TX

Website: www.joshuaedwardsfilm.com

EDUCATION

Bachelor of Science in Radio-Television-Film

The University of Texas at Austin, TX
2020 - 2024
GPA 3.6

SKILLS

- Strong organizational skills with attention to detail
- Familiar with camera and lighting equipment
- Basic editing skills (Adobe Premiere Pro)
- Excellent communication and teamwork abilities

JOSHUA EDWARDS

PRODUCTION ASSISTANT

PROFESSIONAL SUMMARY

Motivated and enthusiastic Entry-Level Production Assistant with a passion for film and television. Looking to begin my career at Austin Film Studios by contributing my strong work ethic and organizational skills.

EXPERIENCE

- January 2023 - Now

Production Assistant Intern

Austin Film Studios / TX

- Assist with various on-set tasks including setup, breakdown, and equipment handling.
- Support the production team by managing schedules, distributing call sheets, and coordinating with talent.
- Help maintain a clean and organized set, ensuring a safe environment for all crew members.
- Assist with basic editing tasks and organized footage for post-production.

EXTRACURRICULAR ACTIVITIES

- 2019 - 2022 / Member

UT Austin Film Society

- Participated in film screenings, discussions, and workshops, contributing to the planning of annual festivals.

STUDENT PROJECTS

- - 2023 / Director/Producer

"Longhorn Stories" (Short Film)

- Led a student team in producing a 10-minute short film, handling all aspects from pre- to post-production.

- - 2022 / Production Assistant

"Austin Live" (Student TV Show)

- Assisted with live broadcasts, managing camera setups, and handling real-time communication between crew members.