

ANTHONIA N. ONYEJEKWE| RESUME

An innovative self-starter with a history of successful performance in various media, administration, production coordinating, marketing, and teaching roles; interested in gaining further insight into media through education and real-world participation on media projects.

SUMMARY OF QUALIFICATIONS

- Proven ability to work in a high pressure, fast paced environment with strict deadlines.
- Demonstrated ability to work as an Educator, Production Coordinator, Production Assistant, Producer, Photographer, Scriptwriter, Editor, Reporter and Administrative Assistant.
- Key skills in Teaching, Film Production, Directing, Video Editing, Producer, Communications, Content Creation, Film, TV, YouTube and Web production.

SOFTWARE

WordPress, Adobe Photoshop, Final Cut Pro, Adobe Premiere Pro, Google Docs, Avid Media Composer, Photoshop, Outlook, Microsoft Office Suite and Dropbox.

EDUCATION

Master of Fine Arts Degree in Cinema, 2017

San Francisco State University (SFSU), San Francisco, CA

Bachelor of Arts Degree in Media and Cultural Studies, 2014

University of California, Riverside, Riverside, CA

Certificate of Completion in Spanish and Culture, 2013

Universidad de Salamanca, Salamanca, Spain

SAMPLE OF CREATIVE WORK

“She”, Digital Video, 14 minutes 35 seconds.

Director and Producer.

Short film about a black transgender woman who was banned from a women’s restroom in Downtown San Francisco.

Graduate thesis film produced by San Francisco State University, San Francisco, California. Currently being screened in festivals.

“Have You Seen Me?”, Digital Video, 60 minutes.

Director and Producer.

Feature length documentary about a missing black woman from St. Louis, MO

Currently in Production.

“REEL Oakland”, After-School Film Program, weekly program.

Founder and Program Coordinator.

Film program for Bay Area high school students of color in Oakland, CA to learn about filmmaking practices.

Various high schools in Oakland, California.

PROFESSIONAL EXPERIENCE

Associate Producer & Video Editor, Greater Bay Area

June 2013 – Present

Associate Producer

- Maintain a successful and manageable workflow while supporting my colleagues in assignments with strict deadlines.
- Manage and create multiple budgets for production shoots.
- Build and maintain strong relationships with internal and external clients, and conduct consistent communication with colleagues, clients, and many other personnel.
- Edit multiple projects simultaneously, constantly meeting client deadlines through all stages and answering high profile emails under a high pressured environment. Primarily used Adobe Premiere Pro and Final Cut Pro X.
- Travel and support the offices by scheduling meetings, booking flights and hotel accommodations, answering telephones and filing sensitive in-house documents.

Global Glimpse, Berkeley, CA

December 2017 – January 2018

Design & Marketing Coordinator

- Developed content and print material used to promote the organization, including web design and layout. In addition to marketing content on various social media platforms like Twitter daily.
- Created a successful in-house project tracking system that was used for Global Glimpse offices across North and Latin America.
- Conducted media relations, including pitching new ideas to support organization's direction and mission, as well as supporting administrative staff by filing in-house sensitive documents, answering phone calls, and scheduling meetings.
- Manage social media accounts for companies and successfully gain hundreds of followers within days. Also, monitor followers' conversation to build a personal relationship with the companies.

Days with Zahrah Show, Greater Bay Area

April 2017 – April 2018

Associate Producer & Editor

- Managed internal production teams through each phase of episode development from pre-production, creative to production, and post-production.
- Researched, reported, and shot various ground-breaking stories while using a Canon and GoPro cameras.
- Travelled and coordinated video shoots on a weekly basis in collaboration with the Executive Producer, and Senior Producer.
- Assisted with the development of documentary screenings, and answered high profile emails/phone calls.

We Are Scandinavia, Emeryville, CA

August 2015 – Present

Production Assistant

- Assist and shadow directors and producers during preparation, rehearsals, and execution of music videos, short films, and commercials.
- Created several Google Spreadsheets containing contact information from several advertising and production companies.