

KRYSTAL N. GORDON

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VIDEO PRODUCTION EXPERIENCE:

- HSN (Home Shopping Network), St. Petersburg, FL** July 2012 – January 2016
Associate Producer for Jewelry & Infomercial Products
- Review Market trends to develop show strategies
 - Assist Supervising/ Executive Producer in daily production of each category
 - Outline set design, b-roll, and graphic needs and oversee production
 - Organize & execution of 24 hr. events & brand premieres under tight deadlines
- 42, Legendary Pictures, Macon, GA** May - June 2012
Assistant to Accounting Office
- Petty cash / dispersed crew checks
 - Liaison between office and UPM
- Single Ladies, VFU Productions, Atlanta, GA** March - April 2012
Set Production Assistant
- Extras' paperwork, placement in background
 - Handled any other needs/requirements relating to extras
- "Match 1" music video, QM Entertainment, Jacksonville, FL** January 2012
Director/ Producer
- Created content, scouted locations, constructed budget
 - Editing & published online
- Georgia Outdoors, Georgia Public Broadcast (GPB), Atlanta, GA** Dec '11-Feb '12
Assistant Producer
- Pre-production paperwork, writing scripts
 - Conducted research for shows
 - Secured permits for locations
 - Booked talent & coordinated needs
- Bellator, MTV2 Networks/Spike TV, Orlando, FL** January 2012
Producer's Assistant
- Assisted Producer during promo shoots
 - Logged & recapped fighter's interview sessions
- Truth Seekers: The Music of Souls, Eternal Light Films, Atlanta, GA** Dec '11-May '12
Associate Producer
- Finalized costumes, secured locations, contracted additional crew
- America's Got Talent, Marathon Productions, Tampa, FL** November 2011
Office Production Assistant

- Logged reality cameras & auditions
- Start paperwork and timesheets for crew
- Assisted Coordinators and production manager with daily set up and break down

M3 Imagery Photography, Graphic Design, & Video, Marietta, GA June 2011- September 2011

Producer

- Scheduled shoots, contracted talent
- Wrote/supervised scripts
- Budget breakdown & execution

The Pentagon Channel, Alexandria, VA

Summer 2010

Intern

- Production Assistant for 10 part series *Armed Forces Boxing Championship* (floor manager, tape operator, organized and labeled tapes for editing, organized contact information for coaches and participants, gathered and burned music for participant profiles, attended viewing meetings)
- Produced and edited new show promo, *Duty Calls*
- Researched history and wrote segment introductions for surfing competition segment on *FNG* (For New Guys)
- Operate audio board and teleprompter for *Pentagon Channel Reports* (PCRs)
- Trained with Technical Director on using chroma key and graphics
- Set up cameras for daily news show & wrote show scripts
- Ran crawls and lower thirds for live events in Master Control

SOFTWARE SKILLS:

Adobe Photoshop, Adobe Audition, Adobe Premiere CS5, Microsoft Office, Basic HTML, Celtix Script Writing, MAC Proficient, Google Docs

HONORS/ACTIVITIES:

Georgia Communications Association Film Festival, *All I Want*, 2nd Place Winner
Fall 2010

Valdosta State Film Festival, *When It Rains*, Best Narrative & Best Screenplay Winner
Winter 2011

EDUCATION: BFA VIDEO PRODUCTION, Minor FRENCH
Valdosta State University

December 2011
Valdosta, GA