

Adam M. Lee

Contact:
704-622-2355
adam.michael.lee@gmail.com

WORK EXPERIENCE:

Additional Set Production Assistant **Season 8**
Warner Bros. Television – “One Tree Hill” **Wilmington, NC**

Staff Assistant **October 2010**
The Food Network / Shooters Inc. – “Restaurant Impossible” **Wilmington, NC**

Second Assistant Director / Location Manager **May 2010 to June 2010**
Producer: Hank Blumenthal – “The Ghost Club” **Atlanta, GA**

- Assist the 1st AD with shooting schedule.
- Research, scout, and negotiate potential shooting locations.
- Format and produce daily call sheets, location maps, and sides for all cast and crew.
- Fill in for 1st AD on set when necessary.

Production Coordinator / Key Production Assistant **March 2009 to April 2009**
YBG Productions – “The Guru and the Gypsy” **Los Angeles, CA**

- Coordinate lockdowns on set.
- Responsible for supply runs and craft service, sometimes delegating responsibilities to other PAs.
- Keep up with petty cash used by production assistants; logging and tracking receipts.

Second Second Assistant Director **January 2009 to April 2009**
The Asylum – “Transmorphers 2” & “The Land That Time Forgot” **Los Angeles, CA**

- Coordinate lockdowns on set.
- Assist the Second Assistant Director with call sheets and keeping up with the cast on location.
- Assist Casting Director with casting sessions prior to production.

Intern **February 2009 to May 2009**
Sony Pictures / Laurence Mark Productions **Culver City, CA**

- Read scripts and write coverage for material sent into the producers.
- Assist Story Editor with organizing and logging of incoming scripts.
- Assist with various office duties: phones, runs, filing, etc.

Stand-In **October 2008 to November 2008, June 2010**
HBO / Enemy MIGS Productions – “East Bound & Down” **Wilmington, NC**

EDUCATION: **Bachelor of Arts in Psychology** **May 2008**
The University of North Carolina Wilmington