

Alex Meyers

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Burbank, CA, 91505

Education

American Musical and Dramatic Academy

New York, NY

Professional Certificate Program in Musical Theatre | Integrated Program
Graduated 02/2022 | GPA: 3.8

John Burroughs High School

Burbank, CA

Graduated with Honors May 2019 | GPA: 4.2

Skills

- Knowledge in video editing software, particularly iMovie and Final Cut Pro
- Experience with Microsoft Office Suite and Google Suite
- Good time management, comfortable working with others in a professional environment
- Can carry up to 50 pounds, can operate a circular saw and drill

Work Experience

Production Assistant

May 2022 | Lady Invisible (Short)
Los Angeles, CA

- Assisted in set up and breakdown of film sets
- Maintained COVID-19 safe environment
- Transported, and distributed craft services
- Maintained safety for actors and crew - clearing walkways, facilitating road safety, and stabilizing lighting equipment

Production Assistant

Sept 2021 | Live with E! : MET Gala
New York, NY

- Managed craft service table
- Helped set up production offices
- Unpacked and organized delicate equipment
- Gathered crucial supplies

Production Assistant

April 2021 | Live with E! : Oscars
Los Angeles, CA

- Assisted in set up and breakdown of production offices and delicate equipment
- Organized paperwork and binders
- Prepared rooms for talent, hair/makeup, and arts department
- Assisted with the clean up of the set
- Purchased medical supplies
- Transported production office supplies

Production Assistant

September 2020 | God is an Astronaut (Film)
Los Angeles, CA

- Assisted the director with planning shots
- Assisted the arts department in decorating sets
- Transported filming equipment
- Managed the craft service table
- Enforced COVID-19 safety rules

Seasonal Associate

October 2021 - December 2021 | Paper Source
New York, NY

- Store management: stock shelves, designed displays, oversaw stockroom
- Transactions: operated register doing sales, returns, refunds
- Customer service & sales: helped buyers find what they need and offered insight into other products to up-sell
- Gift wrapping: worked the wrapping desk for custom in-store gift requests