



ELISE DONLIN

FILM PRODUCER

Professional EXPERIENCE

PARAMOUNT

June 2023 - Present

Country Music Television - Physical Production Intern

- Served as a Production Assistant on several live shows including the 4th of July Show and other promotional shoots with artists like Dolly Parton and Luke Bryan. Worked as a liaison for Executive Producers and Project Coordinators to make production safety binders, call sheets and master scheduling grids. Booked travel and made restaurant guides for the crew. Ran riders for musical artists.

PRESTIGE PHOTOGRAPHY

June 2022 - August 2022

Photographer

- Photographed student headshots to commemorate Senior year across multiple high schools.

RENT-A-CAMERA

January 2022 - June 2022

Desk Receptionist

- Front line contact for telephone and walk-in customers. Processed rental quotes, reservations and contracts. Served as a liaison to address customer service issues.

CONTRAST VISUALS

September 2021 - December 2022

Intern

- Trained in latest technological advancements in equipment. Guided customers to select best equipment to balance creative needs with budget.

Freelance EXPERIENCE

VIDEOGRAPHER

December 2022

Nashville On the Move Realty

- Filmed and edited videos of customer appreciation Christmas breakfast for company to post on social media and website.

EDITOR

February 2022 - March 2022

KLOVE - Rebecca St. James Video Podcast

- Hired to edit client's video podcast series. Coordinated editing efforts with the director and delivered each episode prior to deadline.



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EDUCATION

LIPSCOMB UNIVERSITY

Bachelors of Fine Arts - Film Production

2020 - 2024

Collegiate Leadership: Served as a Resident Assistant for two years in a dorm to lead and serve students

ROLES

- Talent Assistant
- Producer's Assistant
- Administrative Assistant
- Assistant Project Coordinator

SKILLS

- Rental house experience.
- Proficient in Adobe Creative Suite
- Proficient in Microsoft Excel.
- Attention to detail.
- Clear communication.
- Organization.
- Motivated to exceed expectations.