

Alixandria Robertson

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PROFESSIONAL SUMMARY

Dependable Production Assistant and Assistant Camera with successful track record handling multiple responsibilities. Hardworking professional eager to pitch in and help, including escorting actors to trailers, building sets and photographing locations.

WORK HISTORY

Production Assistant . Dallas, TX

The Zeus Network | 03/2023 - 04/2023

- Stayed alert, active and ready to respond to any request at any time using variety of available resources.
- Responsible for getting coffee, shuttling crew or equipment to and from locations, and making copies of scripts, cleaning, crafty organization, food pick ups and running errands.
- Communicated with other crew members via walkie talkies to coordinated production activities.
- Supported current production needs by moving items between equipment, conveyors and staging areas.
- Completed wide range of tasks in diverse filming areas to support operations.
- Assisted crews with set building and pointed out problems that could be potential safety issues.
- Interacted positively with actors and actresses when escorting to and from trailers during filming.
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SkyCam Utility. Arlington, TX

Ming Entertainment / ESPN | 03/2023 - 03/2023

- o Set up and monitoring of the Skycam
- o Help with the install of this equipment/camera on set day under the direction of the engineer in charge
- o Watch the camera so it doesn't malfunction during the game, & informing Operations if anything goes wrong
- o Assisting in tear down of

SKILLS

- Identifying and Solving Problems
- Equipment Adjustment
- Safety Procedures
- Adobe Software
- Battery Changes
- Film Crew Support
- Adobe Premiere Pro
- Camera Operator
- Escorting Actors
- Locking Up Sets
- Managing Extras
- Returns Pickup
- Shoot Preparation
- Maintaining Clean Work Areas
- Administrative Duties
- Supporting Artists

EDUCATION

West Los Angeles College

Some College (No Degree)

TV/Film Production Hollywood

CPR candidate

StreetlightsPA

Atlanta, GA

10/2022

Certificate: Production Assistant Training

CERTIFICATIONS

compound post game

- StreetlightsPA
- COVID-19 Certificate (Safe Sets International)
- CCO

Skycam Utility. Arlington, TX

ESPN | 02/2023 - 02/2023

- o Set up and monitoring of the Skycam
- o Help with the install of this equipment/camera on set day under the direction of the engineer in charge
- o Watch the camera so it doesn't malfunction during the game, & informing Operations if anything goes wrong
- o Assisting in tear down of compound post game

1st Assistant Camera. Fort Worth, TX

Century Media | 01/2023 - 01/2023

- Set up equipment for inside and outside shots.
- Checked composition and lighting of shots before beginning shoots.
- Interacted with directors, producers and talent while remaining focused and professional at all times.
- Project: Frozen Soul - Morbid Effigy Music Video

Second Assistant Camera. Los Angeles, CA

Watson Vs Pop Bros Celebrity Charity Baseball Game | 08/2022 - 08/2022

- Ensured all cameras and monitors maintain power for duration of shoot,
- Assisted with lens swaps
- Troubleshoot faulty equipment

COVID Production Assistant. Culver City, CA

CBS Television Entertainment | 06/2022 - 08/2022

- Performed essential pre-work wellness checks on all cast and crew
- Ensured PPE is readily available and CDC guidelines for safe workplace are maintained daily.
- Show: Seal Team (Season 6)

Camera Production Assistant. Atlanta, GA

Cinematic Music Group | 07/2020 - 07/2020

- Stayed alert, active and ready to respond to any request at any time using variety of available resources.
- Communicated with other crew members via walkie talkies to coordinated production activities.
- Supported machine operators in setup and operation of production equipment resulting in efficient runs.
- Supported current production needs by moving items between equipment, conveyors and staging areas.
- Project: Nuski2Squad ft. Luh Kel - Let Em Know (Music Video)

Camera PA/Loader. Atlanta, GA

RCA Records | 06/2020 - 06/2020

- Set up equipment for inside and outside shots.
- Checked composition and lighting of shots before beginning shoots.
- Operated television studio cameras during live production.
- Interacted with directors, producers and talent while remaining focused and professional at all times.
- Unload footage
- Project: Good Girls - FACE (Music Video)

Camera PA /Utility . Atlanta, GA

RCA Records | 04/2020 - 04/2020

- Set up equipment for inside and outside shots.
- Checked composition and lighting of shots before beginning shoots.
- Operated television studio cameras during live production.
- Completed camera lease documents for coworkers' reimbursements
- Maintained clean and original camera carts and truck
- Completed daily timecard for full camera department
- Project: Good Girls ft. Mulatto - Thirsty (Music Video)

Behind the Scenes Camera Operator. Atlanta, GA

Devin Robinson X | 07/2019 - 08/2019

- Interacted with directors, producers and talent while remaining focused and professional at all times.
- Produced, shot and edited photos.

Production Assistant. Culver City, CA

All Def Digital | 05/2015 - 08/2016

- Stayed alert, active and ready to respond to any request at any time using variety of available resources.
- Communicated with other crew members via walkie talkies to coordinated production activities.
- Supported current production needs by moving items between equipment, conveyors and staging areas.
- Completed wide range of tasks in diverse filming areas to support operations.

AFFILIATIONS

- Group Effort Initiative (GEI)
- StreetlightsPA
- ArrayCrew
- EIFCP