



filmsmith.neocities.org
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SKILLS

Research and writing
Editing

VFX
Graphic Design

Sound Recording
Archival media sourcing

EXPERIENCE

Intern – Koerner Camera Systems – Apr. 2024-Jun. 2024

- Prepped industry-standard equipment prior to rental and use on feature films
- Assembled complex camera rigs with lens supports and other accessories, such as FIZ kits
- Checked in and out gear to cinematographers and ACs; learned about their builds for refined documentary, narrative, and commercial looks

Educator – Lululemon Athletica – Oct. 2022-Current

- Aided inventory processing and visual merchandising for product
- Educated guests on technical product details, materials, and performance
- Used service techniques like ACE, and Guest Experience North Star to meet service metrics and help customers, while driving UPT

La Mer Representative – Nordstrom – Jan. 2022 – Jun. 2022

- Logged seasonal sales initiatives; compared counter targets to actual sales
- Learned complex chemical formulations of skincare products on a biomechanical level
- Honored as one of the top ten sellers of Nordstrom Downtown Portland

Patient Access Specialist – Kaiser Permanente – May 2021 – Sep. 2021

- Used EPIC/Health Connect software; able to navigate software and symptom charts quickly in non-emergent and emergent scenarios
- Handled calls quickly, helped patients make contact with providers, listened with empathy
- Maintained AHT on softphones 40% below the AHT of colleagues

Screener – Kaiser Permanente – Jan. 2021 – Jun. 2021

- Screened patients for COVID symptoms; took temperatures
- Flagged and requested consult for potentially symptomatic patients
- Aided patients in navigating multiple campuses; used wheelchairs to transport patients to appointments

Administrative Assistant – Paragon Arts Center – Jan. 2019 – Jun. 2020

- Distributed showcards in Portland to other local businesses to advertise for upcoming exhibitions, maintained consistent Instagram posts and grew page interaction by 30%; controlled newsletter and email lists via MailChimp
- Used power tools for safe install and deinstall of art; raked light on artwork; painted and patched walls for exhibition

Intern – Northwest Film Center Dec. 2018 – Jun. 2019

- Booked, rescheduled, and canceled equipment reservations for clients and students
- Aided students with basic tasks in the editing lab for Final Cut Pro X, iMovie, and Premiere
- Took instructional classes for various equipment like 16mm cameras and super-8 film developing and alternative developing methods like caffenol

EDUCATION

Bachelor of Science, Film

Portland State University

FALL 2021- SPRING 2024

Koerner Camera Internship awardee, 2024
Completed McNair Scholars Program, 2023
Recipient of Flaherty Fellowship, 2023

HARDWARE

ARRI Mini & Mini LF
ARRI Light kit
ARRI Geared tripod head
ARRI Follow focus
Sony A7, FX3 & Venice
Sound Devices 702, Mix Pre 3,
Mix Pre 6
Canon C200, C70, C300
16mm Bolex, Arriflex 16S, Eclair
NPR
Teradek wireless transmitter
Bolt 3000 transmitter; 1:1, 1:2
Small bright 703 monitor
Panasonic monitors
LPL, PL, E-mount, EF-Mount,
C-Mount, RF-Mount and
M42-mount lenses
Spidergrips
Easyrig

SOFTWARE

Adobe Premiere, Photoshop,
After Effects, Illustrator,
Acrobat
Mailchimp
OBS
Final Cut X
EPIC/Health Connect
Microsoft Teams
Google Suite