



EMPLOYMENT

FX | IT'S ALWAYS SUNNY IN PHILADELPHIA, Season 17 – Addt'l Set PA (2024)

- Assisted AD team with processing, preparing, setting, and cueing background artists
- Supported AD team by last manning, loading vans, assisting First Team PA

PEACOCK | SOOM SOOM, Season 1 – Addt'l Set PA (2024)

- Moved background artists through “the works” and coordinated background cars

APPLE TV+ | MYTHIC QUEST, Season 4 – Addt'l Set PA (2024)

- Assisted AD team with lock-ups and loading cast/crew into van transports
- Coordinated meals for First Team, Showrunners, Directors

CBS | NCIS: LOS ANGELES, Season 14 – Office PA (2022–2023)

- Provided administrative support to EPs, Production Supervisor and Coordinator
- Created script sides for Production Crew using Scriptation
- Assisted Director in prep, screened/directed phone calls, coordinated lunch/crafty

CBS | NCIS: LOS ANGELES, Season 13 – COVID PA (2021–2022)

- Tracked and administered over 30,000 COVID tests
- Confirmed and tracked vaccination status for over 1,200 crew and cast members

THE MONTECITO PICTURE CO. – Creative Dev't Intern (Summer 2020)

- Evaluated and critiqued 75+ screenplays and novels in written coverage
- Reported findings to Creative Execs in weekly development meetings

NATIONAL LAMPOON | PALMSTAR MEDIA – Creative Dev't Intern (Fall 2019)

- Collaborated with Creative Execs in preparation/production of a live comedy show
- Provided written coverage and analysis
- Researched potential collaborators via Studio System

OUTFEST – Programming & Communications Intern (Summer 2019)

- Filmed & edited promotional videos of events and post-screening Q&As
- Managed daily social media posts via HootSuite



EDUCATION

LOYOLA MARYMOUNT UNIVERSITY, Los Angeles, Class of 2021

Film Production Major, Screenwriting Minor, Women's and Gender Studies Minor
Recipient of Dean's List for 8 consecutive semesters, Summa Cum Laude



SKILLS

- Adobe Premiere Pro • Final Draft • Studio System • FileMaker Pro • Hootsuite • Scriptation