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# PROMO PRODUCER RESUME

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## Objective:

Accomplished Promo Producer seeking a position with well-established firm in which to grow and prosper with company.

## Highlights of Qualifications:

- Remarkable experience with promos writing, producing and directing
- Proficient with Avid Desktop Editing systems and Adobe CS products
- Deep knowledge of broadcasting and writing for television
- Good understanding of production and post-production techniques and facilities
- Ability to think out of the box and suggest creative solutions
- Ability to handle the confidential information
- Proficient in editing and production of promos

## Professional Experience:

Promo Producer, April 2008 – Till Date  
Starz Entertainment, LLC., Crestview, FL

- Designed the various promotional materials for the movie networks both on-air and off-air promotions.
- Maintained a check on the script and the sound effects of the promo ensured that it is accordance to the broadcasting standards.
- Developed the promo by writing scripts, produced video and audio spots.
- Selected the music to be played and incorporated the necessary voice over and graphic elements.
- Designated work to various personnel of the production units.
- Created the projects by using non-linear editing platform and assisted the editors to get the final cut.
- Ensured that the promo contains all the necessary information, which will help in getting the customer to the product.
- Prepared the schedule for the production and ensured that the work is done in accordance to the same to meet all the deadlines.

Promo Producer, January 2004 – March 2008  
Harpo Creative Works, Crestview, FL

- Trained and assisted the associate producer and his assistants in the production process.
- Developed and produced various sweep campaigns along with the daily topical spots.
- Monitored the production and coordinated between the production crew and the creative team.
- Performed field and studio shoots for the promos, recorded the audio of the promo with the help of a voice over artist.
- Designated work to the team members and managed an entire team.
- Reviewed the on air product and incorporated high graphic images with the help of an experienced designer.

## Education:

Bachelor's Degree in Visual Communications, Georgia State University, Atlanta, GA

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