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## Video Production Manager Resume

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### Job Objective

Actively seeking Video Production Manager Position where I can contribute the experience I have in this field to the success of company.

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### Highlights of Qualifications:

- Huge experience in managing multimedia technologies, non linear video editing and administering post production unit
  - Profound knowledge of all forms of various animation
  - Outstanding knowledge of music industry and pro audio procedures
  - Remarkable ability to work on various video production equipment
  - Ability to conceptualize and develop story boards
  - Skilled to work on Microsoft Office applications
  - Proficient in working on editing software
  - Familiarity in all camera related work
  - Sound understanding of all video encodes
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### Professional Experience:

Video Production Manager  
Western Dental Services, Inc., Renton, WA  
October 2008 – Present

- Organized various facilities of team.
- Coordinated with various teams and resolved everyday problems faced in filming process.
- Managed all production activities according to budget.
- Assisted in finalizing location and setting up of equipment, hired crew accordingly.
- Identified issues and resolved all issues in production process.
- Monitored working of all audio and video processes.
- Streamlined all graphic design projects according to department needs.

Video Production Coordinator  
Kelly Automotive Services Group, Renton, WA  
August 2003 – September 2008

- Developed story boards and worked on various story boards submitted by others.
- Managed and executed all video productions such as graphics and transferring videos to web and DVD.
- Maintained all sound files and tracks for media productions.
- Collaborated video and audio files and produced necessary presentation.
- Reviewed assets from both external and internal sources.
- Assisted and directed all audio and video recordings.

Video Production Specialist  
MathWorks, Inc., Renton, WA  
May 1998 – July 2003

- Coordinated with instructional designers and developed scripts for communicating through video.
  - Managed shooting of all videos, prepared appropriate light setup and sound on both in house and on location shoots.
  - Developed animations and graphics and enhanced video projects.
  - Performed various non editing of video and audio systems.
  - Identified need of new equipment to enhance working of project.
  - Ensured all work according to necessary development policies and procedures.
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### Education:

Bachelor's Degree in Communications  
Virginia College, Birmingham, AL

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