

# Amanda N. Skeen

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## SKILLS

Web Design, HTML, CSS, PHP, Wordpress, Blogger, Adobe software: After Effects, Dreamweaver, Flash, Illustrator, InDesign & Photoshop. Interactive Media, Motion Graphics, Avid DS, Apple Final Cut Studio, & Microsoft Office. Mac & PC Proficient.

## EMPLOYMENT

### **Web Designer & Office Assistant**

*Newspaper Service Company, Gastonia, NC*

2000-Present

- Currently creating company website and design input for newspaper websites
- Designed and created promotional ads
- Managing quarterly newspaper story counts & reports

### **Production Assistant**

*CMS-TV 3, Charlotte, NC*

2006-May 2007

- Directed, produced and assisted with Studio Operations for live broadcast
- Edited segments for station commercials

## FREELANCE

### **Director & Producer's Assistant**

*"Blood Done Sign My Name"- Feature Film*

May-June 2008

- 2nd Assistant Jeb Stuart, Director and Mari Stuart, Producer
- Assisted with various activities assigned by director and producer

### **Video Editor**

*Eventys LMS, Charlotte, NC*

May-July 2007

- Transcribed, logged footage and Edited Corporate Videos

### **Freelance**

*TV Show- "Everyday Edisons" Bouncing Brain Productions, Charlotte, NC*

May-June 2007

- Transcribed, logged footage, organized B-roll for Television episodes
- Assisted with proofing commercials

## INTERNSHIP

*The Film Foundry, Charlotte, NC*

June-September 2006

- Labeled Beta tapes for output and proofed color correction for shows and segments
- Assisted Editors on various film clips and proofing upcoming television shows

## EDUCATION & TRAINING

The Art Institute of Charlotte, Charlotte, NC

*Associate of Applied Science Degree in Web Design and Interactive Media*

Expected 2012

**Deans List** - December 2009

Apple Certified Pro, New York, NY

**Certification** in Final Cut Pro 6, Level One

September 2007

Carolina School of Broadcasting, Charlotte, NC

**Certification** in Television and Radio Broadcast

2005-2006

Gardner-Webb University, Boiling Springs, NC

*Studied Communications-Radio & Television*

2003-2005

St. Petersburg College, Tarpon Springs, FL

*Studied Communications-Radio & Television*

2000-June 2003

Lodestone Digital-Photoshop CS3 Fundamentals and Advanced Training

*New York Film Academy - Four week study*