

MIRIAM MORGAN

PROFESSIONAL SUMMARY

Assists with setting up and managing equipment, coordinating supplies and running errands. Positive and upbeat with solid work ethic and quick-learning ability. Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals.

WORK HISTORY

Production Intern, 02/2024 to 05/2024

US Army - Fort Shafter, HI

- Floor runner on set
- Aided gaffer with setting up lights and transporting gear
- Quickly solved issues on set
- Aided photographer during food photoshoot
- Inventoried rental house film equipment during pick up and returns

Audio Visual Technician, 05/2021 to 07/2024

US Army - Fort Shafter, HI

- Set up projectors, laptops and microphones for live presentations.
- Provided technical support to event staff and presenters, reducing technical issues and delays.
- Maintained and troubleshoot audio and visual equipment to minimize downtime.
- Created and implemented technical support plans for audio-visual systems

Writer, Director, 06/2019 to 10/2019

Central Theatre Arts Academy - Mililani Town, HI

- Utilized exceptional writing, editing, and proofreading skills to produce engaging and error-free content.
- Motivated actors to produce best dramatic performance with strong coaching and mentoring.
- Conducted meetings with staff to discuss production progress and to attain production objectives.

Various Stage Crew Positions, 08/2018 to 05/2019

Central Theatre Arts Academy - Mililani Town, HI

- Prepared rehearsal studio by gathering set furniture, props and costumes.
- Worked with director to develop effective use of rehearsal times.
- Remained highly composed and calm in very fast-paced, stressful and constantly changing environments to provide optimal leadership and achieve desired results.

Student Actress, 08/2016 to 05/2019

CONTACT

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SKILLS

- Proficient with MS Office Suite
 - Critical Thinking
 - Self-Motivated
 - Teamwork and Collaboration
 - Active Listening
 - Excellent Communication
 - Production Assistant Duties
 - Assistant Gaffer Duties
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Central Theatre Arts Academy - Mililani Town, HI

- Worked collaboratively with other actors to perform scenes and convey stories.
 - Made necessary adjustments to acting, following guidance and requests from directors.
 - Managed time to arrive on set when required to not delay rehearsals and shows.
 - Practiced lines and scenes independently and collaboratively to prepare for performances.
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EDUCATION

Certificate, Audio Visual Technology , 05/2021

Defense Information School - Fort George G Meade, MD

- Relevant Coursework: IT Basics & Audio/Visual Operation
- Ranked in Top 1% of class

High School Diploma, 05/2019

Mililani High School - Mililani Town, HI

- Relevant Coursework: Advanced Acting & Play Production
 - 3.5 GPA
 - cum laude graduate
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