

Ahnika Klimper

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Work Experience

Hulu & Several Friends Productions, various live events, commercials, etc.

Washington & Idaho

Freelance Production Assistant and Assistant Director

August 2023-Present

- Served as PA in concert and special event settings, as well as on docuseries sets. Served as AD on two luxury real estate commercials.
- Facilitated the organization and transport of equipment, crew/cast members, and personal belongings, both locally and on the road.
- Coordinated various logistical needs including procuring rental vehicles, craft service supplies, organization and sale of branded merchandise, and careful load-in/out—as well as setup—of intricate, specialized equipment.
- Provided on-set assistance and addressed concerns with Production Manager, DP, Lead AC, and Audio Supervisor as needs arose.
- Served as liaison between talent and DP—as well as corporate personnel—communicating the needs of the set and directing cast accordingly.

Paramount & CBS, *The Late Show with Stephen Colbert*

New York, NY

Production Intern

Jan. 2023-May 2023

- Facilitated the arrival of high-profile talent. Prepped green rooms and amenities to ensure the comfort of guests.
- Completed extensive research to support Research, Footage, and Social Media departments. Updated field calendars, gathered trend data, and pitched news stories.
- Distributed scripts to host and crew under extremely tight deadlines, and fulfilled PA duties on field shoots.
- Coordinated resource allocation, managed time-sensitive requests from staff as they arose, and interfaced with the public as an administrative assistant.

University of Washington Residential Life

Seattle, WA

Resident Adviser

Sep. 2018-June 2021

- Built relationships with and provided resources and support to 50+ university students per year.
- Served in on-call rotations to respond to emergencies and crisis situations.
- Mediated conflicts between students and assisted in negotiation for solutions.
- Planned and implemented 10+ social events per year.
- Completed 10+ interviews and selection processes for new Resident Adviser candidates.

Undergraduate Theatre Society, University of Washington

Seattle, WA

Publicity Director

Oct. 2018-March 2020

- Collaborated with a 13-member board to design and put on an 8-show season of theatre.
- Successfully navigated a truncated training period to take on full position with little guidance.
- Created and distributed advertising materials, as well as corresponded with local press.
- Participated in the interview, selection and training process of new board members.

Undergraduate Theatre Society, University of Washington

Seattle, WA

Stage Manager

Nov. 2018-Feb. 2019

- Supervised a cast and crew of 23+ people.
- Ran 5 rehearsals per week, along with multiple production and designer meetings per week.
- Maintained extensive administrative responsibilities, including rehearsal schedules, email correspondence, rehearsal reports, and detailed blocking notes.
- Oversaw a 3-night run of theater, including calling sound, light and set cues, and addressed emergencies as they arose.

U.S. Department of State, Embassy Lisbon

Lisbon, Portugal

Human Resources Assistant

Summers of 2016 & 2017

- Fulfilled clerical responsibilities and reorganized the flow of essential information for embassy staff.
- Guided and supported newly arrived interns in acclimating to the international community.
- Delivered sensitive personnel information to the Ministry of Foreign Affairs.
- Gathered data for retail price survey to be sent to Washington D.C.
- Awarded certificate of excellence for quality of work.

Education

BA with a double-major in Drama-Performance and Cinema & Media Studies University of Washington

Seattle, WA

August 2021

International Baccalaureate Diploma

Johannesburg, South Africa & Lisbon, Portugal

Carlucci American International School of Lisbon

June 2017

Interests & Other Experiences

- Acting
- Traveling
- Literature
- Writing
- Hiking & running
- Mission work
- Volunteering
- Barista experience
- Audio & visual tech experience