

Riley Neal
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Qualifications Summary

Film/TV Production Assistant:

I am a Production Assistant based in Los Angeles with two years of experience. I have worked in an office setting as well as on sets ranging from post production facilities to large scale commercial shoots. I have a strong ability to work under time constraints as well as under pressure when multitasking is required. My written and verbal communication skills are a key part of my work as a Production Assistant, leading me to connect further with the teams and industry professionals I have supported and worked alongside. Highly experienced in assisting the coordination of productions ranging from commercials to television specials, as well as post production and editorial work.

Technical Expertise:

Google Suite, Adobe Suite (Premiere & Photoshop primarily), Final Cut, Davinci Resolve, Arri Alexa Mini LF, Blackmagic Pocket, Sony Cameras & FinalDraft.

Experience Highlights

Rock Paper Scissors x MakeMake Entertainment 2022 - 2023

Supported and worked alongside leaders in the Editorial and Post Production field in producing some of the most successful Commercials, Documentaries, TV Intros, and Film Trailers over the past year. Supported post production timelines for Editors, Colorists & VFX Artists by assisting the transfer of data storage, connecting with directors and producers of various media forms along the way to ensure projects are running smoothly and effectively. Ensured office spaces were accommodating to industry professionals working in an in person atmosphere, as well as developed skills to ensure smooth communication between Artists and Clients.

Set Production Assistant/Camera Assistant 2021 - 2022

Supported various productions ranging from Commercials to TV. Worked with production teams in ensuring every set was operating efficiently and on schedule, with duties ranging from supporting talent and cast to distributing communication among sets through radio or digital means. Most recently, worked as Camera Assistant on an ABC special that required industry standard camera operation and knowledge.

Education

Art Center College of Design 2019-2023

Graduating with a BFA in Film with a 3.8 GPA

References

Annie Zarcoff - Director of Operations **A52**
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