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# Desiree Littles

Film Professional

(405) 706-1393

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## Summary of Qualifications

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- Computer Savvy – Knowledge of Mac & PC
- Able to multi-task and work quickly
- Able to work long hours while maintaining sharpness and enthusiasm
- In depth knowledge of the City (I can quickly find anything!)
- Good with paperwork (COI, Purchase Orders, Payment Requests, Reconciliations, Petty Cash, PR's, etc.)
- Can Reformat Documents

## 1. PRODUCTION EXPERIENCE

### PRODUCER

City Producer for OKC's 48 Hour Film Project

#### FILM

“**All Terrain**” Feature Film-Director-Ross Otterman, “**Prone to Violence**” Short Film-Director-Kyle Kauwika Harris, “**Birdie**” Feature Film-Director-Gregory Alan Williams, “**The Adventures of Jurassic Pet**” Feature Film-Director-Ryan Bellgardt, “**You, Me, and US**” Short Film-Director- Imani Jones, “**Wild Indian**” Feature Film-Director-Lyle Mitchell Corbine Jr, “**Dotty & Soul**” Feature Film-Director- Adam Saunders, “**Unplugging**” Feature Film-Director-Debra Neil Fisher, “**Unbreakable Boy**” Feature Film-Director-Jon Gunn

#### REALITY/DOC/LIVE TV

“**Reasonable Doubt (season 3)**”-Investigation Discovery, “**Cold Justice (season**

5)”—Oxygen, “Where are They Now? (season 5)”—TLC, “Micheal Symon's Burgers Brew and ‘Que (season 6)’—Cooking Channel, “American Ninja Warrior (season 11)”—ABC, “The Bradshaw Bunch (pilot)”—E! Entertainment, “Untitled Wrestling Project”—Blumhouse Productions, “Seeking Sister Wives (Season 4)” —TLC, “My 600lb Life” -TLC, "Killer Relationship (Season 3) - Oxygen, "Academy of Country Music Awards 2024"- ABC, "Money Bar"- MTV, "New House, No Debt"-A&E, "NCAA Division I Championship Baseball"-ESPN, "Holly Jolly Homicides"-Unknown ATM, "Toby Keith: American Icon"- NBC

**COMMERCIAL**—“Nutrena”—sureCAN Productions

**AD Experience:** Obtaining every departments DTS, Filling out PRs, Coordinating PAs. Keeping the P.O, Basecamp, and Producers up to date on what’s happening on set through text chain. Supporting 1<sup>st</sup> and 2<sup>nd</sup> AD.

**Camera Experience:** Can properly change a lense on an Industry Standard Camera, Can properly hold a camera, set up tripods, and operate a handheld gimbals.

**G & E Experience:** Properly wrapping stingers. Setting up C-Stands, flags, combo stands, lights, and dolly track.

**Production Experience:** Location Scouting. Helping vet crew, Props, Wardrobe. Scan Files. Making Copies of paperwork. Faxing/scanning paperwork. Ordering supplies for each department. Picking up packages. Renting cars. Creating COI’s, payment requests, purchase orders, and reconciling Pcards. Distributing start paperwork. Logging COVID test info, COI’s, Distributed paperwork, crew list, and crew contact info.

**Sound Experience:** Boom operating, setting up lavs, sound mixing, recording foley, Sound Design, Music Composition.

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