

# MARI BELLE

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## Professional Summary

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Enthusiastic and creative film student eager to contribute to team success through hard work, attention to detail and excellent organizational skills. Clear understanding of film production and production design and training in industry standards. Hands-on experience supporting production teams. Valued as competent support resource delivering productions smoothly and on-time. Motivated to learn, grow and excel in film production.

## Skills

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- Multitasking abilities
- Communication
- Industry best practices
- Responsible
- Flexible & Adaptable
- Organization and Time management
- Adaptability
- First Aid/CPR
- Leadership

## Work History

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### Wardrobe Assistant

07/2021 to 07/2021

FEIO – Oklahoma City, OK

- Liaised with hosts, production teams and wardrobe stylists to verify appropriately chosen garments for events, show segments and movies.
- Maintained costumes by performing regular dry cleaning and ironing of garments.
- Performed duties in accordance with all applicable standards, policies and regulatory guidelines to promote safe working environment.

### On-Set Prop Master

05/2021 to 05/2021

Black Bags LLC – Oklahoma City, OK

- Collected details about unique features and constraints of each space, as well as potential themes and budget limitations to complete optimal designs.
- Devised strategic approaches for highlighting important focal points in each design.
- Broke down each scene to identify required necessary items or property, bringing each set to life.
- Loaded, transported and stored all props to prepare for production.
- Acquired necessary prop elements for production through borrowing, building or buying.

### Director

02/2021 to 02/2021

### **Detention Short** – Norman, OK

- Coordinated work of lighting and sound crews to streamline production operations.
- Organized and facilitated casting of starring and supporting actors for film.
- Collaborated with technical directors and crew members to organize efficient schedules, factoring in production requirements and materials availability.
- Studied scripts to assess creative direction and resource requirements for successful production.

### **Production Designer**

02/2021 to 02/2021

#### **OCCC Class Project** – Norman, OK

- Designed work to meet project vision, specifications and direction.
- Accomplished intended creative concepts by conducting research.
- Collaborated with peers and other design team members to discuss product enhancements and features.
- Worked successfully with diverse group of coworkers to accomplish goals and address issues related to project.

### **1st Assistant Director**

11/2019 to 11/2019

#### **Class Short Film Project** – Norman, OK

- Directed implementation of post-production workflows to keep project on task and meet budgetary concerns.
- Coordinated work of lighting and sound crews to streamline production operations.
- Collaborated with technical directors and crew members to organize efficient schedules, factoring in production requirements and materials availability.
- Studied scripts to assess creative direction and resource requirements for successful production.

### **Production Assistant Intern**

10/2019 to 11/2019

#### **Thousand Tiny Cuts LLC** – OKC, OK

- Supported senior directors by helping with on set security and various administrative tasks and errands.
- Supported current production needs by moving items between equipment, conveyors and staging areas.
- Supported four senior directors by helping with various on-set tasks.
- Took on additional shifts during peak work periods to keep projects on schedule.

## Education

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**Associate of Arts:** Digital Cinema Production

05/2021

**Oklahoma City Community College** - Oklahoma City, OK

- Majored in Digital Media Production

**High School Diploma**

05/1995

**Louis E Dieruff High School** - Allentown, PA