

Jonathan Lee Rodriguez

Production Assistant

Oklahoma City

201-878-6954

jonathanleerodriguez.films@gmail.com

Introduction

As a recent graduate of the Oklahoma Film & Television Academy I am able to travel throughout Oklahoma. As a PA I can manage multiple duties from Additional work all the way through to Locations PA. I follow protocols on set including all covid-19 guidelines, pay attention to detail, understand necessary paperwork from call sheets to release forms, and can be very useful and helpful to any department. I would love the opportunity to be a part of your production.

Professional Experience

- Health Instructor and Business Leader.
- Customer and Guest Services.
- Security Management.
- Sales Professional with 15+ years in health, fitness, and retail.
- Project Management.

Education

- Oklahoma Film & Television Academy - Set Ready Course Unit 1.
- First Responsive Advantage, Inc - CPR/AED Certified.
- International Fitness Association - IFA Certified.
- East Ridge High School - Diploma General Education.

Skills

- Planning, Organizing and Coordinating events and programs.
- Project Developer and Manager.
- Team Building and Management.
- Security Development, Testing, Fielding, and Advanced Protection.
- MS Office: Word, Excel, PowerPoint and Outlook.
- Fine Arts: Acting, Music, and Songwriting.
- Human Resources: Hiring, Promoting, Terminating, and Training and Development.
- Procedure Guideline Generation Skills and Time Management.