



Danielle Dupont

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Passionate and driven Screenwriter and Blog Writer with several years of experience working to create informative, interesting, and entertaining blog posts and short film scripts. Adept at breaking down all aspects of script and story development, screenplay structure, character creation, and the intricacies of story structure within the film and tv medium. Self-motivated and committed to striving for innovative and original stories with a strong desire to connect with others emotionally through writing



Skills

- Hard working and focused
- Passionate about film and tv
- Adobe Photoshop
- Java, Python, and C++ coding languages
- Excel in team environments as well as independent work
- Honest, Trustworthy, and Dedicated
- Strong Organizational and Communication Skills
- Journalism
- Content Development
- Knowledgeable when it comes to the Film, TV, and Animation Industries
- Technical Writing
- Proofreading
- Project Management
- Creative writing
- Editing
- Formatting abilities
- Self-publishing experience
- Script formatting and proofreading
- Creative collaboration
- Time Management

- Proficient with Microsoft Programs
- Proficient with Google suites
- Skilled with Final Draft and Google Docs
- Proficient with JIRA and Confluence
- Experienced with Spreadsheet and Presentation Software



Work History

2022-01 - Current

● Production Intern

Faster Horse Pictures, Los Angeles, CA

- Purchased supplies, food, props and equipment for production use.
- Performed diverse administrative tasks in support of production team.
- Created production schedules for every step of video production.
- Assisted clients and creative teams in script writing and set design.
- Assessed final products to check quality and consistency with creative vision.
- Evaluated scripts to identify creative strategies and resource needs for effective production.
- Read scripts and provided script coverage to determine which ones would be worth a second look and possibly fund production for.

2021-08 - Current

● Delivery Driver

One Team Delivery, Tempe, AZ

- Completed on-time deliveries by choosing best and most efficient routes.
- Inspected truck equipment and supplies and reported problems and safety hazards to supervisors following each shift.
- Maintained accurate financial records by collecting and documenting timely and past-due customer payments.
- Fostered positive working relationships with regular customers.
- Communicated customer complaints, requests and feedback to company management for swift resolution.
- Operated vehicle safely in highly congested areas with no traffic violations.
- Performed walk around on delivery vehicle before beginning shift to verify correct and safe operating order.
- Completed rush deliveries on tight timetables to satisfy customer needs.

2017-12 - Current

● Blog Writer

Personal Blog

- Researched creative topics to write, edit and create layouts for new articles and features.
- Maintained aesthetics of blog through images and troubleshooting issues.
- Posted regularly on blog and other social media outlets to increase retention, acquisition rates and levels of engagement with blog.
- Published regular pieces on animation, television, and film to blog.
- Connected and interacted with readers via email or message boards to address needs and ideas of audience.

2019-05 - 2020-08

● Certified PBP (Public Bathing Place) Inspector

Oklahoma Health Department, Tempe, AZ

- Required to understand the health code requirements for all PBP and why a violation is a public health hazard.
- Required to enforce local and state health requirements.
- Performed inspections of city PBP (Pools and Spas) and recorded and documented the results.
- Performed all duties in compliance with all local and state regulations.
- Demonstrated ability to perform repetitive tasks while maintaining efficiency and attention to detail.
- Worked with customers to provide a corrective course of action under a specified time for completion.
- Required at times to mediate by providing direction and answering questions.
- Worked as part of a team to achieve goals and accomplish and complete tasks.

2018-09 - 2020-03

● **Instructor**

Kachinas Learn To Play Hockey, Tempe, AZ

- Work towards building the sport of Girls Hockey in Arizona
- Mentor young girls and women to build confidence, skills, abilities and self-esteem
- Assisted in organizing and demonstrating drills
- Helped clean up and put away equipment
- Helped develop parents and player interactions with program staff

2018-11 - 2019-05

● **Crew**

Harkins Theaters, Tempe, AZ

- Provided superior customer service by remaining professional and courteous with customers at all times
- Assisted Guests by providing direction and answering questions
- Greet guests, assemble food orders, operate point-of-sale terminals and make accurate change
- Perform daily concession maintenance duties
- Control access to theatre by greeting, directing guests and tearing tickets
- Present a calm demeanor that deters others from engaging in disruptive conduct, while encouraging a positive interaction with guests.
- Good verbal communication skills as well as math and cash handling skills
- Comfortable communication and cooperation with guests, supervisors, peers, subordinates, vendors or partners
- Ability to meet tight deadlines under minimal supervision

2018-06 - 2018-08

● **Crew**

AMC Movie Theater, EDMOND, OK

- Provided superior customer service by remaining professional and courteous with customers at all times
- Assisted Guests by providing direction and answering questions
- Greet guests, assemble food orders, operate point-of-sale terminals and make accurate change
- Perform daily concession maintenance duties

2013-05 - 2016-07

- Control access to theatre by greeting, directing guests and tearing tickets
- Present a calm demeanor that deters others from engaging in disruptive conduct, while encouraging a positive interaction with guests.
- Good verbal communication skills as well as math and cash handling skills
- Comfortable communication and cooperation with guests, supervisors, peers, subordinates, vendors or partners
- Ability to meet tight deadlines under minimal supervision

Instructor

Kid's First Hockey Development, EDMOND, OK

- Worked with children develop Skating, Shooting, and Stick handling skills
- Helped organize and demonstrate the drills
- Helped developed skill groupings to maintain a competitive environment
- Helped clean up and put away equipment
- Helped develop parents and player interactions with program staff

2013-05 - 2016-07

Instructor's Assistant

Hockey Ministries, EDMOND, OK

- Worked with children and teens to develop skating, shooting, and stickhandling skills
- Helped organize and demonstrate skills
- Helped develop parent and player interactions with the program staff
- Helped clean up and put away equipment

2018-08 - 2020-12



Education

No Degree: Computer Science (Software Engineering)

Arizona State University - Tempe, AZ

Associate of Arts: Animation

Animation Mentor - Emeryville, CA

Bachelor of Arts: Writing For Television

UCLA - Remote

2021-12 - Current

2021-12 - Current



Accomplishments

- Arizona State Women's Hockey - Named Team Captain as a Freshman
- Academic Honor Roll - All of High School and College
- Duke Tip - Talent Identification Program - Academic enrichment program for gifted grade 7 students



References

- Randy Cave, Hockey Coach
Calgary Fire
(403) 863-3935
rbcave@shaw.ca
- Gord Howard, Secondary School Teacher



Halton District School Board
(905) 299-7338
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- Jeffrey Colbert
Production Assistant and Screenwriter
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