

LAURA MARIE ALTOM

PRODUCTION ASSISTANT

Tulsa | 918.527.5317 | lauramariealtom@gmail.com

I'm a recent graduate of the Oklahoma Film and Television Academy and am able to travel throughout the greater Tulsa area as a local hire. As a First Team assistant, I'd ensure the proper filing of Exhibit G forms, and help maintain a comfortable and seamless work environment for talent. I also have the skills needed for an Art Department Assistant.

CREDITS

The Fishing Contest | Production Assistant

University of Tulsa Student film with a small cast and crew. Ran general errands. Worked with craft service, set design, and talent.

Run with the Hunted | Background | 2019

While performing background duties, I observed set operations during a late-night shoot.

OTHER WORK EXPERIENCE

Art Teacher with Tulsa Public schools

Ran and organized a middle school art classroom with class sizes averaging 25 students per hour. Assisted students with prize-winning art entries.

Copy Editor/Social Media Manager/Content Creator for a Tulsa Small Press

Maintained excellent relationships with major US Publishing houses. Generated content copy with fast turnarounds, ran general errands and built a Facebook following of 14k.

Interior Designer for a Boutique Architectural Firm

Provided exceptional customer care for high-profile clients. Selected home and commercial finishes. Thrived with a variety of coworkers from contractors to demanding architects.

EDUCATION

Oklahoma Film and Television Academy – Set Ready Course

University of Arkansas—Interior Design (BSHE)

SKILLS

Oklahoma Driver's License (with reliable transportation), computer literate, social media savvy, customer service specialist, confident phone skills, works well with children and animals.