

Chase Orr

642 West 78th St
Tulsa,, 74132
(918) 924-6539
chaseorr22@gmail.com

Objective: A PA position in production looking to learn and gain experience in the film and television industry.

EXPERIENCE

Killers of the Flower Moon, Bartlesville, OK - *Production Assistant*

- Assisted in the coordination of incoming and outgoing shipments of PPE and assets during prep, filming, and wrap.
- Prepped and wrapped locations
- Worked on set as unit PA helped with moving assets such as hand sanitizer stands, tents, sandbags, dividers, air purifiers and prepped future sites.
- Conducted daily check in and wellness report for cast and crew on set and production office
- Made daily runs to and from set and making deliveries
- Maintained record of documents tracking burn rates of PPE

Murder Mystery 2, Honolulu, HI — *Production Assistant*

- Managed inventory and kept biweekly inventory of assets.
- Coordinated with other members of the department to prepare for upcoming locations.
- Communicated with other departments to ensure everything went as smooth as possible.

Snowfall , Los Angeles, Ca— *Production Assistant*

- Made daily schedules time sheets for our team and kept track of calls and wraps
- Worked with transportation to ensure our truck was at the location at the time we needed it
- Helped coordinate transportation for crew.

SKILLS

Proficient in Final Cut Pro

Experience in customer Service

Communicative delegation

Resourceful

Quick Learner

Socially adept

Adept in Google Sheets

Interpersonal communication

Adapt to any work environment

Values thoroughness and consistency

Quick Learner

Responsible

Assets

Reliable Transportation

Personal Laptop

Microsoft Office Suite

Google Sheets

Google Docs

Final Cut Pro

