

Chelsea A. Votel

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Objective:

To use my skills in public relations, organization and communication to find a challenging and exciting position in television, film or media production.

Qualifications:

- Professional, accountable and hard working**
- Ability to organize, prioritize and multi-task**
- Vast experience in Customer Service, Creative Sales and Marketing and Service Industries**
- Excellent interpersonal communication, ability to motivate independent and team work**
- Advanced computer skills- Word Perfect, Microsoft Windows, Excel and Word, Online Social Networking**

Employment History:

So You Think You Can Dance , Season 7

Los Angeles, CA

March 2010

Production Assistant- Talent wrangler

Korean Vouge:

Los Angeles, CA

March 2010

Fashion Assistant to Katie Mossman, Stylist

“April”- Ucla Student film

Los Angeles, CA

March 2010

Wardrobe-Production Assistant-Art Department

On the mark Productions: Butt wonder Infomercial-

Malibu, CA

February 2010

Set Production Assistant

Stylist -Wardrobe

Bridesgroom- UCLA film

Los Angeles

January 2010

Production Assistant

Suing the Devil -Film

Los Angeles

January 2010

Production assistant-Wardrobe

Colette Carr- Music Video

Malibu, Ca

January 2010

Wardrobe Assistant

Exertion Film :I Want Him Dead,

Los Angeles

January 2010

Production Assistant - Location Coordinator-Art Department Assistant-Talent Wrangler

Scooter Productions

Los Angeles, CA/New York, NY

September 2009-Present

Production Coordinator-Craft Services Coordinator- Talent Wrangler-Accountant -Wardrobe Assistant

Buca Di Beppo

Redondo, Ca

July 2009- Present

New Employee Trainer-Team Leader-Waitress

German Vogue & Numero Tokyo Magazines

Los Angeles, CA

December, March 2009

Fashion Assistant to Katie Mossman

“Wee-man” Jason Acuna

Hermosa Beach, CA

Personal Assistant

March 2008-June 2009

Maintained fan sites, and emails and assisted with promotion and public relations

Langerado Music Festival

Orlando, Florida

March 2008

Production Assistant

Coordinated set up and break down of stages and venues, lighting, and music equipment

Bank of America

Melbourne, Florida

December 2003- July 2004

Bank Teller- handled all types of cash transactions, provided information and actively attained new customers or upgraded existing customers to improve bank relationships

References upon request