

**Maria Alejandra Ortiz**  
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## **OBJECTIVE**

Utilize my skills involving features, TV production, video editing, computer graphics, design, promotional writing and interpersonal communication to attain desired results. As my work demonstrates, I am deadline-oriented, exceptionally well organized, motivated, creative and show the initiative to achieve both personal and group goals. Such proven strengths include trouble shooting, working under pressure and multitasking in fast paced environments. Other traits include being adaptable as well as having an understanding of conflict resolution and time management. An expertise in production equipment and a wide variety of computer programs such as Final Cut Studio or Adobe Photoshop entail my technical skills.

## **EDUCATION**

**The University of Tampa:** Tampa, Florida  
Bachelor of Arts in Electronic Media Art & Technology  
Minor in Business Administration 08/04 - 05/07  
Advertising Club | GPA 3.3

**The Florence University of the Arts:** Florence, Italy  
Cinema, International Public Relations and Advertising 08/06 - 01/07  
Local Work Experience: Publication | Promotion | GPA 3.5

**Ohio University:** Athens, Ohio  
Associate's Degree 08/02 - 06/04  
Dean's List | Advertising Club | Caesar-Parks-Chavez Award

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## RELATED WORK EXPERIENCE

### **Set Decoration Administrator. Alcon Entertainment / Warner Bros.**

Coordinate communication, purchases and designs with the Set Decorator and the Art Department for the feature "A Dolphin's Tale". Filming in Pinellas County on Sept. 27. The release is tentatively planned for 2011. A Dolphin's Tale, based on the heartwarming story of Winter the dolphin, will continue production through mid-December, primarily at the sealife sanctuary. Morgan Freeman, Harry Connick Jr. and Ashley Judd to star.

### **Video Editor, Graphics & Web Editor. Itsi Atkins Productions**

Edit videos and design graphics for feature film projects. Edit and deliver trailers and other graphic media. Personally coordinate and execute the assembly to final edit of projects with nationally recognized RED camera cinematographers. *King of Pop Killer*, a dance club feature film that sheds light on the medias excessive exposure of pop culture icons and the lack of concern for the individual and their legacies. They are killers and Michael Jackson is the latest victim.

### **Associate Producer /Video Editor/ Stage Manager/ Web Coordinator.**

#### **Brenton Productions in Association with The Speed Channel**

(*"Two Guys Garage"*, 9<sup>th</sup> season, *"Truck U"*, 6<sup>th</sup> season)

Edit with senior producer as needed on projects. Act as primary contact for all clients. Coordinate with clients to ensure timely delivery of all products to Tampa studios. On set managing product, monitoring during shoot weeks to ensure accuracy. Update monthly budgets with all incoming expenses. Work to develop, update and maintain websites on weekly basis. Edit placements from individual shows for website coverage. Edit, shoot and produce commercials as needed.

### **Associate Producer. The Other Side of the River Productions, Feature film:**

***"The Fallen Faithful"*** [imdb.com/tt1232822](http://imdb.com/tt1232822)

Evaluated scene locations in pre-production, took pictures and coordinated property owners with executive producer. Worked on set of the feature film as an assistant to the 1st Assistant Director. Managed sets and organized production with 1st AD and crew. Feature starring Sonny Marinelli, Obba Babatunde and Mark Margolis. Organized premiere events and promotions in coordination with 1 Voice Foundation, a children's cancer charity. The film premiered April of 2010 in Tampa and June 2010 in Hollywood, CA.

**Assistant Digital Imaging Technician. Guzzo Brothers Films.** [imdb.com/tt1625558](http://imdb.com/tt1625558)  
Assisted Lead Editor and Director of Photography with capture. Organized video from multiple RED Cameras for the production of "*Caged Dreams*". Screened at 2010 Gasparilla Film Festival. AOF (Action On Film International Film Festival) Winner Best Action Short Film, Winner Best Sound Design, Runner Up Best Opening Title Sequence, and Runner Up Best Supporting Actor Al Sapienza.

**Video, Graphics & Sound Editor. Bobaloo Films.** [imdb.com/tt1626198](http://imdb.com/tt1626198)  
Video and audio editing for multiple short film projects, including the 48 Hour Film Festival. "*Question of Ethics*" and "*Baby Daddy Day*" amongst others. Screened at the 2010 Sunscreen Film Festival.

**Production Coordinator. Documentary: "Training Rules" Woman Vision**  
[imdb.com/tt1481562](http://imdb.com/tt1481562)

Sought out locations, captured photos for comparison. Coordinated locations and equipment rental. Lights, camera and sound equipment set up. Set designer and make-up artist.

**Video Editor / Cinematographer. Remix King TV**

Cinematographer on set and in various locations. Edited and produced media created on photo and film shoots from events all over the Eastern board. Produced for Remix King TV's web distribution and HD DVD Distribution. Created graphics and flyers for various promotions.

**Apple Creative Specialist / Mac Specialist. Apple Computers**

Knowledgeable in Apple technology and products. Used sales techniques to increase consumer awareness and product revenue. Gave individual and group training lessons on Apple Software, mostly editing and creative software.

**Production Assistant. Diamond Lion Productions, Feature film: "She Could Be You"**

Worked on set and various locations with production equipment. Prop and set design. Assisted Key Grip. Assisted Gaffer. The movie premiered at the 2009 Cannes Film Festival.

**Promoter / Graphic Designer. Florence for Fun, Florence, Italy**

Event promotion targeted at city and study abroad students. Coordinated, decorated for major event which housed over 800 guests and raised substantial earnings. Designed event poster and flyers, which were distributed within the major populous of Florence.

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## REFERENCES

Itsi Atkins DGA UPM, Director, Producer & Writer. New York, New York: (917) 861-8024.

[www.imdb.com/name/nm0040585](http://www.imdb.com/name/nm0040585)

*“Maria Ortiz and Maria Ortiz Studios edited and designed graphics my feature film projects, with excellent media and creative assets. She is very skilled with professional editing and graphic skills. I highly recommend her for employment.”* January 26, 2010

**Top qualities: Expert, High Integrity, Creative**

PJ Leonard, Producer & Founder of The Other Side of the River Productions. New York, New York. (323) 684-9379.

[www.imdb.com/name/nm1969806](http://www.imdb.com/name/nm1969806)

*“I hired Maria to work on a feature film titled THE FALLEN FAITHFUL. She goes above and beyond what is expected. I highly recommend her for any production stage a project is in. From pre to post production she does it all and does it with passion. Best, PJ Leonard Other Side of the River Productions”* January 27, 2010

**Top qualities: Great Results, Personable, Expert**

As found on [www.linkedin.com/in/mariaortizstudios](http://www.linkedin.com/in/mariaortizstudios)

## ADDITIONAL REFERENCES:

Gregg Wolf, Sunwolf Inc. Clearwater, FL

[www.sunwolf.com](http://www.sunwolf.com) (727) 410-5793.

Director Diane Mosbacher, Woman Vision. San Francisco, CA.

[www.womanvision.org](http://www.womanvision.org) (415) 307-2268.

Assistant Director Jim Whitworth. Los Angeles, CA.

[www.imdb.com/name/nm1057285](http://www.imdb.com/name/nm1057285) (818) 378-9445.

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