

**FELICIA D. MOORE**

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Palm Beach Gardens, FL

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561.602.2884

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feliciadmoore@yahoo.com

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**TELEVISION & FILM & EDUCATION SPECIALIST**

Detailed, Creative, Artistic

**SKILLS & STRENGTHS**

Excellent Interpersonal Skills

Teamwork & Planning

Recruiting Experience

Budget & Cost Control

Time Management

Computer Literate

Client Services Focused

Student Mentoring

Schedule Flexibility

## **EMPLOYMENT**

**Non Linear Editor**, "NATIONAL ENDOWMENT FOR THE ARTS AWARDS"- TV MAMBO, MIAMI, FL 2013 - 2013

- Assisted the Head Editor with the daily edit sessions
- Created all of the radio edit's on the Avid
- Created the ending titles for the Head editor
- Assisted with the creative edit decision making for the editing session's
- Served as a liaison for the Supervising Producer and Head Editor in the Post Production session's

**Logger, Post Production Coordinator**, "24/7 MIAMI AIRPORT"-TRAVEL CHANNEL, Miami, FL 2012 - 2013

- Assisted the Post Production Supervisor complete network delivery requirements
- Reviewed hours of footage, picked the best stories to cut, updated the story cut status, managed the matrix
- Served as the liaison for the crew and the story producers
- Experienced with the distribution of broadcast TV using front end software of electronic delivery systems
- Maintained knowledge of HD formats, resolutions, frame rates and network deliverables

**Post Production Coordinator**, "SWAMP WARS"-ANIMAL PLANET, Miami, FL 2012 - 2012

- Assisted the Post Production Supervisor and Post Production department with network delivery requirements
- Maintained knowledge of offline workflow
- Managed a Digital Matrix
- Assisted in strategizing long term plans for departmental needs
- Experienced with the use of HD formats, resolutions, frame rates and network deliverables

**Artist In Residence**, BAK SCHOOL OF THE ARTS, West Palm Beach, FL 2010 - 2011

- Taught/mentored three classes on filmmaking, production and editing to secondary school-aged students
- Administered and developed subject specific assessments for student competency levels and learning
- Advised parents of student progress for the purpose of communicating expectation, achievements and improvements
- Achieved established classroom objectives in support of the school academic plans
- Counseled students regarding performance, problem solving techniques, subject content
- Proctored/graded tests, assigned/checked homework daily and monitored student performance

## **OTHER EMPLOYMENT**

**Managing Partner**, LA HITZ MEDIA, Palm Beach Gardens, FL 2008 - 2010

**Associate Producer & Assistant Editor**, PINLIGHT PRODUCTIONS, Los Angeles, CA 1998 - 2007

**Apprentice Editor/"Talk To Me"**, FOCUS FEATURES, Los Angeles, CA 2006 - 2006

**Assistant Editor/"The Fantasia Story"**, LIFETIME TELEVISION, LOS ANGELES, CA 2006 - 2006

**Associate Producer & Editor/"Fathers of the Sport"**, PROVIDENCE FILMS, Los Angeles, CA 2005 - 2006

**Supervising Producer**, FGW PRODUCTIONS/CBS/BET, Los Angeles, CA 2005 - 2005

**Digitizer**, E! ENTERTAINMENT, Los Angeles, CA 2004 - 2004

**Apprentice Editor/"The Punisher"**, LIONS GATE FILMS, Tampa, FL 2003 - 2003

## **EDUCATION**

Master's Degree-Editing, American Film Institute

Los Angeles, CA

Bachelor's Degree-Film & Video, Georgia State University

Atlanta, GA