

Julie Lynn Thompson

620 South Saint Andrews Place Apt.106 • Los Angeles, CA 90005
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JLT

Objectives

Production Assistant

Script Supervisor

2nd Assistant Director

Education

Bachelor of Arts, Film and Video Production, Magna Cum Laude

University of Southern California, Los Angeles, CA

December 2010

Theatre Major

Youth Performing Arts School/Manual High School, Louisville, KY

May 2007

Skills

Crowd Management

Filling out/Coordinating Production Forms

Facilitating Payroll

Multi-Tasking

Creating and Managing Shooting Schedules

Personal Assisting

Detail-Oriented

Script Continuity (Film and Theatre)

Rolling Calls

Experience

Director's Assistant, Production Office Assistant

Sept 2011 – Feb 2012

"The Philosophers" Dir. John Huddles, An Olive Branch Media, Los Angeles, CA

Assistant to Director during Post-Production

Production Assistant on Additional Shoot Day for "The Philosophers" at UVS1 at Universal

Coordinated casting of Extras

Personal assistant to producers and lead cast

Submitted equipment rental paperwork

Helped facilitate payroll

Production Still-Photographer

VFX Coordination and Assistance for Director and Producer's use using 5th Kind Workflow

Social Media Coordinator for "The Philosophers" on Twitter and Facebook

Organized ADR schedule for lead and supporting cast in LA, London and Vancouver

Various On-Set Production Roles

Jan 2008 – Feb 2012

Student Films, USC, Los Angeles, CA

Worked on over 50 USC student films ranging from 30-second commercial spots to 15-minute shorts, 1 day principal photography to 16 days of principal, Undergrad and Graduate level projects

Production Assistant, Boom pole Operator, Second Assistant Director, Script Supervisor, Gaffer,

Director of Photography, Craft Services, Director, Actor

Production Assistant

August 2011

"The Voice: Season 2" Open Casting Call, Los Angeles, CA

Checked in applicants for Los Angeles leg of preliminary auditions

Production Sound Recording/Post-Production Sound

December 2010

"It Was Like That" Dir. Morgan Dameron, Short film, USC

Boom Pole Operator

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On-Set Sound Recording
ADR recording
Dialogue/SFX Sound Designer
Sound Mixer on Protools Mixing Board

Director/Producer/Sound Designer

May 2010

"Moderner Times" Short Film, USC

Charlie Chaplin inspired 16mm short film. Two actors and four supporting cast
Four days Principal Photography

Production Assistant

February 2010

"Becoming Brian: CherryBoom Concert" Webisode, Los Angeles, CA

Coordinated event timing and escorting dancers/crew/Brian to/from rehearsals, green room,
and stage

Personal Assistant to Brian Anthony

Facilitated payroll for dancers and crew

Coordinated craft services for crew and dancers

Production Assistant

November 2009

"The Host" Dir. Jeffery Obrow, Feature Promo, Los Angeles CA

General PA work

Took over for Producer as lead PA when Producer was called off set

Coordinated craft services for crew

SFX model/actor for ECU

Production Assistant

October 2008

"Worked Up!" Singer Brian Anthony, Music Video, Fox Studios/Los Angeles, CA

Personal assistant to Brian Anthony and VIP guests

Facilitated VIP/Press access to Fox Studios

Kept leather wardrobe clean/safe during lunch and breaks for Brian Anthony

Production Assistant

June 2008

"The Gift" Dir. Vin Moreale, Feature, Louisville, KY

General PA and Craft Services

Internships

Big Kid Pictures, Los Angeles, CA

August 2010 – April 2011

Intern for director David Dobkin and producer Jeff Kleeman

Research and Development for "**Jack the Giant Killer**" (2013) and "**Arthur and Lancelot**"

Production Assistant for "**The Change-Up**" (2011)

Inferno Entertainment, Los Angeles, CA

May – August 2010

Script Coverage

General Office Assistant

Videobred Inc., Louisville, KY

June – August 2009

PA on various commercials, film and video projects: Churchill Downs, GE, Papa John's

Created Social Media Plan to be implemented by Videobred for company promotion – included Twitter,
Facebook and blog creation/coordination

Produced, Gaffed, Edited, Sound Editing on BioVideos for Videobred employees

Mass Productions, Louisville, KY

June – August 2008

PA on radio and television productions

Creative Alliance Advertising, Louisville, KY

June – August 2007

PA on television, radio and photo shoot productions for Yum!/Long John Silver's