

Elizabeth Alexandroff

Experience

January 2010 - Present JustKill Productions, Inc. Manhattan Beach, CA

Creative Development Assistant

- Assist writer Kevin J. Hynes in all stages of Network & Cable development
 - Production Assistant on feature film *Absolute Madness* and short film *Uncharted Waters*
 - Edit, proof read and type story areas, outlines and scripts
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January 2013 - Present Upright Citizens Brigade Theatre Hollywood CA

Intern

- Assist stage manager with preparations for weekly live shows
 - Provide green room support for talent
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Fall 2012 Passed the Double Letter Productions Hollywood, CA

Writer

- Assisted the creator with story concept, pre-production and production
 - Wrote and produced two original episodes
 - Acted as “writer on set” for numerous episodes
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2007 - 2009 OneHope Ft. Lauderdale, FL

Digital Media Writer

- Managed all original content for online website for a not-for-profit
 - Wrote weekly original stories published on the website
 - Assisted the executive board in editorial decision-making
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Education

2011 - Present Upright Citizens Brigade Theatre Hollywood, CA
Sketch Comedy Writing 101-301; Improv 101 – 401

2009 Southeastern University Lakeland, FL

BA Journalism & Public Relations; Minor Business Administration

References

References are available on request.