

Sarah Rosen

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Summary

Detail-oriented production assistant accomplished in working many types of film sets, as well as managerial office work and script coverage. Excels at communication, organization, punctuality and making sound judgments under pressure and within tight deadlines.

Experience

Freelance — Los Angeles, CA Set Production Assistant

07/2015 -
Present

- UnREAL
- DAMIEN promo
- Honda/DC Comics Justice League: Gods and Monsters Artist Profiles
- TRANSPORTER promo (Set & Office PA)
- US Cellular Russell Westbrook promo
- COLONY (EPK)
- CRIMINAL MINDS: BEYOND BORDERS

Caviar - THE FORCE — Los Angeles, CA Production Intern/Office Intern

05/2015 -
08/2015

- Assisted in all areas of production for feature THE FORCE.
- Completed PA duties: lockups, runs, craft service, walkies.
- Worked with others to obtain proper FilmLA permits.
- Served as stand in for actress Olivia Thirlby.
- Wrote detailed script coverage on submissions.
- Applied for funding for upcoming projects at Caviar.

Marcus Nispel (director) — Los Angeles, CA Intern

06/2014 -
08/2014

- Worked alongside Marcus to edit sequences and film inserts for latest feature EXETER using Adobe Premiere Pro.
- Prepared pitch packages for potential projects quickly.
- Collaborated with professional screenwriter to rewrite/edit scripts.

COTA Films — Los Angeles, CA Development Intern

09/2013 -
12/2013

- Wrote in-depth script coverage, completing 2-3 screenplays per 2-day workweek.
- Completed film research for potential projects.
- Edited upcoming project treatments for producer Ben LeClair.
- Sat in on important meetings with writers, producers, talent.

Education

Scripps College Claremont, CA

08/2012-
12/2015

- Bachelor of Arts: Media Studies (film/video production)
- GPA: 3.7 ; Deans List: Fall 2012, Fall 2013, Fall 2014, Spring 2015
- Jackson Scholarship recipient for academic achievement: 2014 & 2015

01/2015-
05/2015

Film and TV School of Academy of Performing Arts Prague, Czech Republic Film production

- CIEE Film Studies in Prague study abroad program.
- Worked with professionals to produce 9-minute short film on 16mm film.
- Coursework in directing, acting, sound, editing, cinematography, etc.

Skills

- Adobe Premiere Pro
- Adobe PhotoShop
- Adobe InDesign
- MS Word, Excel, PowerPoint
- French/Italian - basic
- Final Draft