



Crafty MeMe

Production Assistant Los Angeles, CA



6616447703 lauraleelinder@gmail.com

Premium

All PA duties and Crafty. I am the first one to the set with coffee on and an upbeat attitude that all crew will be happily fed and ready to start their day with enthusiasm. On call and ready to tackle demands as they arise. Work closely with all crafts.

http://staffmeup.com/profile/lauraleelinder

Credits

PRODUCTION MANAGER (SHORT FILM)

Jan 2015 – Current

Freelance Film Production

Director, producer, pre-production and post production (location, permits, casting, hire and oversea crew, wardrobe, make-up, craft services, marketing,...)

PRODUCTION ASSISTANT (QUAKER OATS COMMERCIAL) – Quaker

Mar 2011 – Mar 2011

Commercial/Ad — UKISCO

Permits, assist film crew, oversee hair make-up and wardrobe, assist actors, craft service coordinator - anything needed as situations developed during filming.

PRODUCTION STAFF (MUSIC VIDEO)

Oct 2010 – Oct 2010

Michael Lewis Foster Productions

Arrange and oversee All aspects of production from Conceptual Idea, pre-production (location, wardrobe, make-up, craft services, crew)

School of Hard Knocks | On the Job Training as Life Unfolds

My Gear

- Access to all Crafty Supplies Access to Tables/chairs/linens/Racks/ Coffee Makers Coolers Crafty Kit for small productions Serving Trays Toasters Utensils

Affiliations

Local 80 - on permit as of now

Skills

- All PA responsibilities ready and on call when needed Assist actors to and from set Assist with clearances assist with crowd control and extras Assist with locations Assist with parking and transportation assist with permits and contracts assist with preproduction budgeting assist with preproduction scheduling Assist with production schedule assist with security Assist with strike Available on Non Union and Union Jobs Budget and manage food needs of crew Excellent Team Player Experienced Crafty Familiar with Ground Communications/Radio/Walkie-talkie Familiar with Industry Lingo First on set and quick to set up I am a true People Person and love to laugh I take PRIDE in my work and always strive to do my best Knowledge of camera and crew productions responsibilities Manage and Oversee Catering Preproduction scheduling

Ready to move to multiple locations as needed run cables Run errands

Set up trade of food services/catering/grocery for movie credits Upbeat attitude and in great physical shape

Willing to learn new skills work as go-to for communication during shoot

Work closely with Production Coordinator and Production Assistan Work with all Crafts when needed on odd jobs

Work with and arrange local restaurant collaboration

Reel

<http://www.youtube.com/embed/VUVmA7Si-4Q>