

Kirk Carlson

(760) 914-2113 | kirkcarlson94@gmail.com

Objective and Skills

My experience stems from both scripted and non-scripted production and I hope to take on feature length story telling. My goal is to eventually produce and assume more managerial roles while still assisting those above me. My administrative skillset includes Microsoft Office Suite, Raiser's Edge, Google Docs, travel coordination, and rolling calls. On the physical side I can drive 5-ton trucks and pass vans, locking up set on/off location, gripping, camera assistance, crafty setup, audience releases, walkie distribution.

Experience

BLUE BLOODS – SEASON 10 | ADD'L SET PA | **9/15/19 – 3/13/20** | NEW YORK, NY

- Help first team with producer meals, lock up set safely, and run film cards to post production
- Arrive to locations early to clear set, land picture cars, sign in/out background, and safely hold pedestrians

DISNEY FAM JAM | SET PA | **12/11/19 – 12/18/19** | LOS ANGELES, CA

- Pick up camera, lighting, and audio packages among other misc. production runs.

BEAT BOBBY FLAY | SET PA | **10/22/19 – 10/23/19** | NEW YORK, NY

- Stock crafty and crew meals for a 40 people and move talent and judges throughout the stage facility

MASKED SINGER – SEASON 2 & 3 | STAGE PA | **6/21/19 – 12/21/19** | LOS ANGELES, CA

- Prep Nick Cannon's trailer, stock crafty, obtain audience/waivers, and sign-out radios

DISNEY FAIRYTALE WEDDINGS – SEASON 2 | OFFICE PA | **8/4/19 – 8/8/19** | ANAHEIM, CA

- Invoice orders to vendors through excel and prep call sheet for following day

MARRIAGE BOOTCAMP – SEASON 14 & 15 | SET PA | **8/1/19 – 8/4/19** | ENCINO, CA

- Drive crew shuttles between parking and set; keep set tidy and locking up closed sets

ROB RIGGLE GLOBAL INVESTIGATOR | CAMERA PA | **7/21/19** | SAN DIEGO, CA

- Load the San Salvador boat with camera equipment and crafty and assist ACs shooting at sea

AMERICAN KNOW HOW | CAMERA PA | **6/26/19 – 6/28/19** | SANTA CLARITA, CA

- Help AC and DP load camera kit in the production truck and assist around the shooting location
- Act as a grip assisting with C-stands, bounce board, and silk

NORTH AMERICA WITH SIMON REEVE | TRAVEL PA | **5/7/19 – 7/3/19** | UT, CO, OR, CA

- Drive production between UT, CO, OR, and CA while tracking petty cash expenditures for travel

DEAR... | SET PA | **2/7/18 – 3/19/19** | LOS ANGELES, CA; SAN DIEGO, CA; SALT LAKE CITY, UT

- Operate a 22-ft. box truck for camera equipment and 15 passenger van to shuttle the production team in San Diego, Los Angeles, and Salt Lake City

Film Independent – LA Film Festival | Corporate Sponsorship Intern | **7/25/18 – 1/30/19** | LOS ANGELES, CA

- Proof read corporate sponsorship contracts and compile wrap report of physical brand coverage throughout the festival

DDO Artists Agency | Agency Intern | **10/1/18 – 12/19/18** | LOS ANGELES, CA

- Clean Voice over audition files to be submitted to clients and prepare/distribute audition postings for talent

Stampede Ventures | Intern | **3/1/18 – 5/31/18** | LOS ANGELES, CA

- Read IP (books, pilots, features) and provide thorough analysis and recommendation on whether to acquire
- Manage data base of projects moving through production pipeline and screen incoming calls for executives

Education

UNIVERSITY OF UTAH – MAY 2017 - GPA 3.56 MARKETING