

Alana N. Katzner

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SPECIAL SKILLS

Fluent in: EP Scheduling, EP Budgeting, Scenearchive, Final Cut Pro, Final Draft, Pinnacle Studio, Word, Excel, PowerPoint, QuickBooks and FileMaker Pro.

EDUCATION

Loyola Marymount University, (LMU), Los Angeles, CA Aug. 2005 – May 2009

Bachelor of Arts, Film Production (Focus: Assistant Directing) – GPA: 3.65

Minor: United States History (Focus: Colonial America)

Activities & Honors:

- Founder and President of The School of Film and Television Women's Society.
- SFTV Work Study Employee (Employee of the Year – 2007).
- TA for undergraduate Pre-Production and graduate Production classes.
- Cum Laude Distinction.
- Dean's award for Special Service.

El Camino Real High School, Woodland Hills, CA

Sept. 2001 – June 2005

GPA: 3.75

Activities & Honors:

- Conquistador Award for academics and service.
- Executive Producer of bi-weekly television broadcast.
- Choir member for four years.
- National Merit Commended Scholar.

California State Summer School For The Arts, (Innerspark), Valencia, CA

July 2001

Emphasis: Film Production

One of 27 students selected from throughout the country to participate in an intensive month long program learning video and film production as well as editing using Final Cut Pro.

INTERNSHIPS

Footloose Camera Test, Paramount

Sept. 2009

Production Intern

- Worked as a member of the P.A. department.
Supervisor: Danny Silverberg – 1st AD
Reason for leaving: End of Production

Pushing Daisies, Warner Brothers, Burbank, CA (ABC Television Series)

Oct. 2008 – Nov. 2008

Production Intern

- Worked as a member of the P.A. department.
Supervisor: Sean Whitley – Key 2nd AD
Reason for leaving: End of Production

Comanche Moon, Sony Productions, Culver City, CA (CBS Miniseries)

May 2006 – Aug. 2006

Post Production Intern

- Captured dailies, synced audio and tracked down missing clips.
Supervisor: Terry Blythe – Editor

WORK EXPERIENCE

Morgan Creek Productions, Los Angeles, CA

June 2009 – May 2010

Office Production Assistant

- Assisting in a variety of production related tasks such as script break downs, scheduling, soliciting crew resumes, rolling calls and orchestrating meetings.

Hollywood Cinema Production Resources, Westchester, CA

March 2008 – June 2009

Administrative Assistant

- Redesigned the computer database, facilitated prop rentals and assisted in day-to-day administration of a non-profit school training disadvantaged youth for IATSE jobs.

Reason for Leaving: Offered a Job at Morgan Creek

T.V. Engineering, Loyola Marymount University, Westchester, CA

Sept. 2005 – May 2009

Student Employee

- Oversaw post-production facility scheduling, made dubs of student films, and trained new employees on using the equipment as well as department policies and procedures.

Reason for Leaving: Graduation

Loyola Marymount University, Westchester, CA

Teacher's Assistant

PROD 180 - Pre-Production

January 2008 – May 2008

- Corrected student's script breakdowns and shooting schedules

PROD 500 – Production I

August 2007-December 2007

- Taught labs for the 1st year graduate MFA class in all areas of production

Reason for Leaving: End of Semester

40 More Celebrity Crimes of Fashion, E! Entertainment, Beverly Hills, CA

June 2008 – August 2007

Production Assistant

- Logged and recommended B-roll and interview clips for montage show
- Ordered and returned tapes for the editor from the media center vault

Reason for Leaving: Returned to School

PROFESSIONAL ASSISTANT DIRECTING EXPERIENCE

2010

Mental

Short Film

Hipster Shore

Reality Show Pilot

Forbidden Steps

Film Pitch Scenes

Pregnancy Plague

Web Short

Somnambulist

Feature Film

2009

Is That the Last Dorito?

Spec. Commercial

We're Not Right

Short Film

The Morning After

Web Series

2008

Free Rent (Ep. 1-5)

Web Series

P.A. EXPERIENCE

Just Go With It

Happy Madison Productions

STUDENT FILM EXPERIENCE

2009

How Do You Know It's a Bad Thing

Assistant Director

Birth of a Serial Killer

Production Designer

Whaling and the Inherent Dangers Therein

Costume Designer

Beautiful

Assistant Director

2008

The Gardener

Assistant Director

Namaste

Producer

Baby Bear

Assistant Director

Checkmate

Assistant Director

Kinesis

Assistant Director

With the Living

Assistant Director

Give It All

Assistant Director

An American News Company

Assistant Director

Line of Reason

Assistant Director

2008

Four Years

Assistant Director

My Mask

Assistant Director

Penny's Room

Director

Hooey

Location Scout/Location Manager

45 Year Old Freshman (Pilot)

Assistant Director

1, 2 Step

Assistant Director

Ocean Eyes

Assistant Director

Farewell Song

Assistant Director

2006

Dream Machine

Editor

2005

Out of Focus

2nd Assistant Director

2009 & 2010 New York DGA Assistant Director Training Program Finalist