

TERESA HOGUE

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Under the Stairs Entertainment Intern/Production Assistant 2018 - Present

- Provide script coverage
- Evaluated whether scripts submitted were within the studios brand
- Research production sites
- Provide personalized attention and service to cast on set

Eclectic Pictures Script Reader Intern 2017

- Received and successfully completed self-motivated training
- Read 26 scripts in three months and provided constructive criticism

Ocean Exchange Intern/Producer 2016

- Produced 15 short films for the 2016 gala event
- Came in under budget and on schedule
- Produced original, innovative content to explain original sustainable solutions

Task Force 2010 Paralegal 2012-2015

- Conducted legal research, record keeping, compiling statistics, preparing reports, and establishing a case work tracker
- Prepared and monitored the referrals for suspension and debarment
- Provided training and technical support to new employees

United States Marine Corps Legal Assistance 2009-2012

- Maintained correspondence and legal files.
- Established and maintained security measures for client privacy
- Planned and implemented training for over 50 personnel
- Was chosen to help implement voice recognition software for the court reporting section

United States Marine Corps Ordnance Technician 2005-2009

- Employed appropriate safety precautions, security procedures, and record-keeping techniques for ordnance
- Operated and performed maintenance on armament weapons support equipment and aircraft armament equipment
- Removed, maintained, serviced, installed, and loaded aircraft guns; as well as armed and de-armed aircraft

Hard Skills

Blackmagic camera, Microsoft Suite, Adobe Creative Suite, After Effects, Final Draft, Movie Magic, Scrivener, Avid familiar, NALCOMIS, and SharePoint.

Additionally

- Volunteered as a student moderator for the Savannah Film Festival for 2016 and 2017.
- Student member for the Dramatic Writing Board
- An officer of the Dramatic Writing Club 2016-2018

Education

Savannah College of Art and Design (SCAD)
Savannah, GA
Dramatic Writing – B.F.A, film and television minor
Expected Graduation:

March 2019