

Isaac Edejer

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EDUCATION

University of California, Los Angeles (UCLA) B.A. in Theater	2021
• Concentration in Technical Production and Acting	
• Minor in Professional Writing	
Ruth Asawa San Francisco School of the Arts High School Diploma	2017
• Commuted 3 Hours Round-Trip, Daily to Attend a Performing Arts School	
• Recipient of the 2017 “Excellence in Mainstage Production” Award	

SKILLS

Administrative Support

- Microsoft Office, Microsoft Word, Excel, MacOS, Windows, Outlook, Communication, Scheduling, Purchasing

Technical Direction

- Audio Editing, Live Audio Mixing, Lighting Hanging and Focusing, QLab, Python, Technical Direction, Scheduling, Budgeting

Creative Development

- Screenwriting, Creative Development, Production Support, Technical Development

PRODUCTION EXPERIENCE

The Walt Disney Company	Anaheim, CA
<i>Technical Production Assistant</i>	06/2022 - Present
• Coordinating Crew Scheduling, Purchasing, and Rentals for Technical Directors, Designers, and Managers	
• Creating Technical Production Documents and Timelines for High Profile Events and Performances	
• Coordinating over \$1.5 Million of Production Logistics for Over 50 Events Annually	
 Jamestown Productions Inc.	
<i>Production Assistant</i>	Marina Del Rey, CA
• Administrative Support for Film and Television Marketing Services	03/2022 - 06/2022
• Supporting Digital Marketing for Blockbuster Feature Films and Streaming Services	
• Supporting Video Editing and Media Storage by Logging, Storing, and Shipping Secure Data and Media	
• Job Duties Required Familiarity with AVID Media Composer, Shot Lists, EPKs, and Media Specs	
 Apple TV+	Santa Clarita, CA
<i>COVID Set Monitor - “High Desert” Season 1 (Dir. Jay Roach)</i>	09/2021 - 03/2022
• Supporting Health and Safety COVID Testing Requirements	
• Providing PPE Support for Rigging, Construction, Stunts, and Other Production Teams	
• Administrative Support and Occasional Runner Tasks	
 UCLA Office of Residential Life	Los Angeles, CA
<i>Program Support Coordinator</i>	07/2021 - 09/2021
• Coordinating and Conducting Training for UCLA Student Workers, Staff, and Directors	
• Program and Event Management for UCLA Residential Life Events	
• Supported the Annual Westwood Block Party, TEDxUCLA, and a Speech by UCLA Chancellor Gene Block	
• Installing Over \$250,000 in Audiovisual Equipment for New Residential Halls and Student Services	

PRODUCTION EXPERIENCE (Cont.)

UCLA Office of Residential Life (Cont.)

Event Technician | Administrative Supervisor

Los Angeles, CA

08/2020 - 07/2021

- Led Event Technicians in Audiovisual Set-ups for Live Events and Performances
- Remote Event Support and Moderation During COVID Shutdowns
- Supervised technicians and audiovisual setups for events with up to 1,000 attendees
- Received a promotion from entry role

UCLA Office of Residential Life (Cont.)

Event Technician

Los Angeles, CA

01/2019 - 08/2020

- AV Technician for UCLA Events and Performances, Including Student Groups and Professional Guest Performers and Events
- Events Included TEDxUCLA, Live Concerts, Musicals, Academic Conferences, and More
- Live Audio Mixing, Lighting and PA System Set-Up for Small Events, Furniture Set-Up, Technical Installation and Strikes

PERFORMANCE EXPERIENCE

“De closing night”

Short Film Directed by Shicong Zhu, Written by Ella Rouwen Chen

Actor – “Theater Student”

2021

Los Angeles, CA

“Rocky Horror Picture Show”

Act III Ensemble – UCLA Student Group

Guitarist

2019

Los Angeles, CA

“The Kitchen”

UCLA Theater; Dir. Michael Hackett

Actor – “Mangolis”

2019

Los Angeles, CA

“A Charlie Brown Christmas”

Presented by the San Francisco Symphony

Actor – “Schroeder”

2015

San Francisco, CA

VOLUNTEER EXPERIENCE

Saint Francis de Sales School Festival

Stage Electrician

2018

Sherman Oaks, CA

The Boy Scouts of America

Eagle Scout

Mount Diablo Silverado Council, Logged Over 100 Hours of Volunteer Service

2017

Walnut Creek, CA