

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
Technical Production Assistant 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. Marina Del Rey, CA
Production Assistant 03/2022 - 06/2022

- Administrative Support for Film and Television Marketing Services
- 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
COVID Set Monitor - “High Desert” Season 1 (Dir. Jay Roach) 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
Program Support Coordinator 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.)

Los Angeles, CA

Event Technician | Administrative Supervisor

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.)

Los Angeles, CA

Event Technician

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”

2021

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

Los Angeles, CA

Actor – “Theater Student”

“Rocky Horror Picture Show”

2019

Act III Ensemble – UCLA Student Group

Los Angeles, CA

Guitarist

“The Kitchen”

2019

UCLA Theater; Dir: Michael Hackett

Los Angeles, CA

Actor – “Mangolis”

“A Charlie Brown Christmas”

2015

Presented by the San Francisco Symphony

San Francisco, CA

Actor – “Schroeder”

VOLUNTEER EXPERIENCE

Saint Francis de Sales School Festival

2018

Stage Electrician

Sherman Oaks, CA

The Boy Scouts of America

2017

Eagle Scout

Walnut Creek, CA

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