

# CARISHMA M CHINYOY

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## SKILLS & ABILITIES

Editing Experience: Final Cut Pro (7 & X), Adobe Premiere, Adobe After Effects  
Microsoft Office Suite, InEntertainment, Breakdown Express  
Web Experience: Wordpress  
Public Speaker: Alumni Advisory Board Member --TAG Education Collaborative, Dale Carnegie Teen Coach,

## EXPERIENCE

### PRODUCER/ EDITOR DOCUMENTARY

GEORGIA MEDIA ARTS CONSORTIUM, NATIONAL PARK SERVICE, NATIONAL GEOGRAPHIC - 2017

- Producing & Editing Documentary Feature on Banderier National Monument for the National Park Service and National Geographic.
- Created and Developed Graphics and Animation for documentary and Interactive Map.
- Internationally Distributing Documentary Feature along with Educational Interactive Map to be featured on National Park Service Website.

### INTERN NATIONAL ASSOCIATION OF TELEVISION PROGRAM EXECUTIVES (NATPE)

WORLD RENOWN MEDIA & TECHNOLOGY CONFERENCE AND MARKETPLACE – 2017

- Selected out of 140 candidates throughout the United States.
- Assisted, Coordinated and Managed Eva Longoria's schedule for the duration of the conference.
- Assisted in moderating speaking events featuring top executives of the TV industry.
- Engaged in masterclass, panel sessions, and keynote speeches with a focus on the entertainment industry.
- Assisted with information & publication distribution, registration, seminar seating, and other assignments

### INTERN PEOPLE STORE TALENT AGENCY

INDUSTRY LEADING FILM, TV & COMMERCIAL TALENT AGENCY OUT OF SOUTHEAST USA - 2017

- Manage and achieve strong social media presence to People Store's 16,000+ followers.
- Integrated an economic filing system for incoming and expired contracts.
- Handles actors' calendars, checks and contracts.
- Tape, edit and submit client auditions on behalf of agents for casting directors to review.
- Manage and oversee the front desk.

### INTERN TAG EDUCATION COLLABORATIVE

STEM EDUCATION NON-PROFIT, PROVIDING HANDS ON K-12 LEARNING PROGRAMS – 2014 - 2016

- Projects and Events Intern: Responsibilities include Media Programs and Managing & organizing TAG-Ed's Summer Internship program and other year round STEM related programs.
- Filmed, Directed and Edited two marketing videos and internship documentary.
- Reviewed, evaluated over 1,200 student applications and made final selection of candidates to present to participating companies.
- Arranged and Oversaw all financial arrangements and stipends for participating interns.

## EDUCATION

### GEORGIA STATE UNIVERSITY (HONORS PROGRAM), ATLANTA GA

FILM/VIDEO | GRADUATION DATE: MAY 2017

G.P.A | 3.7

Currently Majoring in Film and Video Broadcast. Theater Minor. Enrolled in the Honors Program at Georgia State University.