

JENNY LEON

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510.712.0771

EMPLOYMENT HISTORY (FILM)

Hell Of A View

10/20/13-11/18/13

First Team Assistant

-- worked as first team assistant for indie feature filming in Atlantic City, NJ, on location. Worked with production as an assistant, in charge of casting and coordinating extras, actor transportation and lodging, as well as working extensive PA duties on set, reporting to the AD team. Spent a day each shadowing Camera, G&E and Sound Depts. Often worked directly under the Producer, UPM, 1st AD, responsible for time management of first team.

Take It Easy

9/9/13 - 9/10/13

Key PA

-- worked as key PA for two overnights of an independent short shot entirely at a restaurant in Park Slope, BK. Assisted all departments, specifically art and production.

Eliminate Poverty Now (EPN)

8/13/13 - 8/20/13

Editor

-- worked as editor for promotional Youtube.com videos for non-profit organization Eliminate Poverty Now, intending to appeal to those interested in sending a child from the Kenyan slums to private school. Did simple edits and subtitled the videos in iMovie -- also can edit in FinalCut.

Dating: The Webseries

5/19/13 - 5/21/13

Script Supervisor

-- worked as script supervisor for three days of a pilot shot in both a Brooklyn apartment and a Murray Hill bar. Was responsible for maintaining a binder of information for the editor, as well as all continuity and script questions.

Israel Day Parade Live TV Broadcast

6/1/14

PA/Stage Manager

-- worked on headset as the stage manager for an on-site live parade broadcast for myFox9. Worked directly under the director as assistant in pre-production.

Final Marathon

4/20/12 - 5/13/12

Creator

-- Created, shot, and edited a year-end interview video of 45 graduating seniors. Created concept, shot with a Canon DSLR, and edited in FinalCut.

LMNO Productions

5/10 - 7/10

Development Intern

-- worked as an intern in the development department of a mid-sized reality TV production office. Created specs and did research on existing projects. Handled communication via email and telephone. Created concepts for multiple reality projects.

Live Event/Theatrical Production Resume available upon request.

EDUCATION

Miramonte High School, Orinda, CA

Syracuse University, College of Visual and Performing Arts, Syracuse, NY

-- BFA in Musical Theatre, concentration in Directing

-- Ralph Zito, Dept. Chair; Tim Bond, Artistic Director

The Arielle Tepper Semester for Careers In Theatre, New York, NY

-- Arielle Tepper Madover, Founder; Lisa Nicholas, Director

The Aaron Sorkin Symposium for Professional Development, Los Angeles, CA

-- Aaron Sorkin, Founder; Joan Adler, Chair of SULA

Inside The London Theatre, London, UK

-- Matt Wolf, Professor

The Bartending School, Liverpool, NY

-- Bartender's Certification

AWARDS/ETC

-- The Josephine Abady Award for Directing; Syracuse University

-- Best Director, Best Ensemble, Best Design; *Autobahn* (director), The Black Box Awards

-- Associate Member, Society of Stage Directors and Choreographers (union)

REFERENCES

- Alex Beddall, Production Coordinator (Take It Easy, Hell of a View) -- aeb238@gmail.com
- Daryl Freimark, Producer (Hell of a View) -- daryl.freimark@gmail.com
- Doree Simon, UPM (Hell of a View) -- doreesimon@gmail.com
- Annette Jolles, Director (Israel Day Parade Live TV Broadcast) -- adjolles@gmail.com

SPECIAL SKILLS

QLab, Final Draft, CeltX, iMovie, Garage Band, Excel, Social Media (Facebook, Twitter, Instagram, Pinterest, Tumblr), sound editing, traditional office experience (most Microsoft and Apple programs, reception, filing, communication), excellent at reading music and sight-singing, quick reader/typer, excellent bartender, has used most POS systems and a cash register, conversational French, piano and violin, impeccable Britney Spears impression.