

Steven Carter

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Experience

Supplemental Instruction Leader for Financial Accounting | Utah Valley University | 2019-Present

- Work under academic tutoring to lead the beginning financial accounting class
- Plan and conduct additional instruction sessions for sixteen accounting sections
- Assist students to become independent learners by creating interactive learning environments

Filmmaker/Crew Member | Freelance | 2008-Present

- Work under the Director of Photography as Gaffer (Chief Lighting Technician) and/or Key Grip to lead crew members in lighting and camera support needs
- 2nd Assistant Camera
- Production Assistant
- Set Decorator
- Art Department Specialist

Property Manager | Advanced Community Services | 2017

- Worked under the direction of HOA board members
- Prepared financials on QuickBooks
- Coordinated landscaping and repairs
- Worked with vendors and homeowners
- Managed accounts payable

Scenic Builder | Scenic Solutions Inc. | 2015-2017

- Built desired products for public and private events, including trade shows and newsroom studios
- Read plans and blueprints
- Drew in AutoCAD
- Operated the CNC Router
- Painted and welded
- Drove delivery/install trucks and vans.

Landscaping | Self-employed | 2005-2009

- Lawn service and maintenance
- Landscape architecture projects and redesigns

Education

Bachelor of Accounting | GPA 3.58/3.95 | projected 2021 | Utah Valley University- Orem, Utah

Skills & Abilities

- Excel Certified
- QuickBooks
- Adobe products, Premier and Photoshop
- Microsoft Office 365
- R Studio
- Media Creator
- Film/Photo Camera
- Team Leader
- Communication Skills

Leadership

- Participated in an archaeological dig in Israel – 2007, 2008
- Served in leadership positions in youth groups. Helped coordinate activities and training scenarios – 2002-2010
- Eagle Scout – 2009
- Completed a 2-year volunteer mission in Virginia. Highlights included public speaking, one-on-one teaching, and disaster cleanup of hurricane Irene – 2010-2012