

Kyle Charlton

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Objective: Utah Valley University student majoring in Digital Cinema seeks part time employment.

EXPERIENCE

FEBRUARY 2020 – MAY 2020

VIDEOGRAPHER / MARKETING DEPARTMENT, POWER INNOVATIONS – AMERICAN FORK, UT

- Create photos / videos to sell the company
- Participate in conferences to know the marketing needs of the company

SEPTEMBER 2019 – FEBRUARY 2020

SALES / OPERATIONS ASSOCIATE, GUITAR CENTER – OREM, UT

- Greet customers and help them according to their needs
- Answer the phone to answer customers' questions
- Check out customers at the cash register
- Restock items in the back and on the floor
- Receive items from the mail
- Check inventory
- Clean the floor

MAY 2019 – AUGUST 2019

DATA ANALYST, GATEWAY SPATIAL – OREM, UT

- Project-based
- Collect and organize Open Address data
- Color-code counties and cities on maps
- Freelance – sometimes go through long time periods without projects

JULY 2017 – SEPTEMBER 2017

CASHIER, TARGET CORPORATION – OREM, UT

- Checkout Lane Cashier
- Stocked shelves
- Shopping cart collection & other duties related to retail maintenance

DECEMBER 2014 – MAY 2015

DIGITAL MAPPING SPECIALIST, FREDERICK CO

- Project-based work to create digital maps for large financial services company
- Freelance – sometimes go through long time periods without projects

JANUARY 2015 – MARCH 2015

CASHIER, WENDY'S – FIRESTONE, CO

- Cashier
- Janitorial & Cleanup duties

JUNE 2015 – JUNE 2017

CHURCH MISSIONARY SERVICE, TACOMA WASHINGTON

- Full-time public service and proselyting activities
- Learned presentation, leadership, and organizational skills and discipline

EDUCATION

AUGUST 2018 – PRESENT

UTAH VALLEY UNIVERSITY

- Cumulative 3.81 GPA
- Digital Cinema degree in progress

SEPTEMBER 2017 – JULY 2018

ASSOCIATE DEGREE BYU – IDAHO, REXBURG, ID

- Cumulative 3.7 GPA
- General Studies degree

JUNE – DECEMBER 2014

SNOW COLLEGE, EPHRAIM UT

- 3.5 GPA
- General and digital media studies

SKILLS AND ACTIVITIES

- Excellent ability in video editing software; more particularly Adobe Premiere Pro, Avid Media Composer, and DaVinci Resolve
- Excellent knowledge of Adobe Creative Suite (more particularly InDesign, Illustrator, Photoshop, Lightroom)
- Working knowledge and experience in using a RED camera and working with R3D files
- Good working knowledge of Microsoft Office applications (Word, PowerPoint, Excel, Publisher)
- 75-90 wpm typing
- Excellent health, and can move and lift heavy objects for long periods of time repeatedly
- Very musical, perfect pitch, play multiple instruments – best at playing horn, saxophone and guitar (more particularly electric).