

# KEIRA RAIN

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## SUMMARY

Skilled multi-tasker, adaptable, go-getter, enjoyable team member, and resourceful.

## EDUCATION

Utah Valley University, Orem, UT  
Bachelor of Science, Digital Cinema; Producing

## SKILLS

- Experience in Movie Magic budgeting and scheduling, DaVinci Resolve, Premiere, Avid, and Adobe
- P.A.
- Passion for; Grip department, Audio/ Boom operator, and Art department.

## EXPERIENCE

### Producer

Freelance

Jan '20 – Sept '23

Santaquin, UT

- Hire, organize, plan, schedule, and manage a cast and crew
- Movie Magic software; Budgeting and Scheduling
- Efficient at completing tasks before deadlines
- Driven
- Creative consultant
- Adaptable
- Analytical
- Strong verbal and written communication
- Excellent skills in Google, Microsoft, Outlook and Window applications
- Detail- oriented

### Extra

Freelance, *Halo Night*

Sept '23

SLC, UT

- Game

### G&E. & P.A.

Freelance, *Disco Elysium*

Apr '23

SLC, UT

- Set up gear before scenes
- Duties varied depending on production needs

### Script Consultant & Producer

Freelance, *Pourquoi*

Jan '23

Provo, UT

- Pre-production producer; plan and schedule
- Consultant for the script
- Advisor for budget and production

### **Producer, Line Producer & P.A.**

UVU Senior Project, *Something Extraordinary*

Jan – Dec '22

Provo, UT

- Pre-production producer; hired, planned, scheduled, budgeted
- Production producer; execute multiple tasks promptly, kept within budget, managed a crew and talent
- Post producer; Networked and worked on distribution

### **Extra**

Book of Mormon Visual Library, *Season IV*

May '22

Goshen, UT

- Background extra on an eight- hour shoot

### **Producer**

UVU (short) project, *Catch and Release*

Jan – Apr '22

Orem, UT

- Pre-production producer; hired, planned, scheduled, budgeted, and finalized locations

### **Producer & Script Consultant**

UVU (series) project, *The Last News*

Jan – Apr '22

Orem, UT

- Head script consultant on an episode

### **Back Stage Crew Member**

UVU Noorda Center

Aug '20 – Jan '22

Orem, UT

- Dependable Lead for a crew during a show (daily and weekly)
- Prioritized and completed tasks, pre-show
- Responsible for gear, props, and tools lockup
- Theatrical stage direction and management

### **Producer**

UVU (short) project, *Opening Line*

Jan '21

Orem, UT

- Hired a crew
- Scheduled
- Multitasker

### **P.A. & Extra**

UVU (short) project, *Fresh Blood*

Dec '20

Bountiful, UT

- Networked
- Assisted in production; execute multiple tasks promptly
- Silent actor

## Producer

UVU (short) project, *Miss Fortune*

Dec '20

Provo, UT

- Organized a scheduled through Movie Magic scheduling

## 2nd AD & P.A.

Bailey & Jones Expedition Co., *The Loyal Bavarians* (series)

May '14

Leavenworth, WA

- Organized; planned, scheduled, and directed a cast and crew
- Met regulated millstones
- Kept within budget