

Karina Rinalducci

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Education

University of Georgia | Bachelor of Arts in
Entertainment and Media Studies, Spanish | Dec. 2019

- GPA: 3.57/4.0
- Dean's List: 2017
- UGA en ESPAÑA | Valencia, Spain | Jan.-April 2018
 - o Focus Study: Spanish Curriculum

Georgia Southern University | Aug. 2015-Dec. 2016

- GPA: 3.93/4.0
- President's List: 2015-2016
- Cuba Study Abroad | Havana, Cuba | July 2017
 - o Focus Study: Sociology

Relevant Coursework

Media Entertainment & Popular Culture |
Writing for Digital Media | Production Basics |
Screenwriting | Documentary | Podcasting

Skills

Microsoft Office Suite | Avid | Adobe Premiere |
iMovie | Google Drive

Production Experience

Production Intern | Ryan Seacrest Foundation | Levine Children's Hospital May 2019-Aug. 2019

- Produced on-air bi-weekly shows for the in-house multimedia center
- Increased patient engagement through interactive shows
- Created graphics in Adobe Premiere, produced with TriCaster, SAS, and green screen

Office Production Assistant- Day Player | NBCUniversal | *Council of Dads* Feb. 2020

- Handled paperwork and distributed to cast and crew, including call sheets, sides, and mini sides
- Maintained kitchen area and craft service
- Managed mail, shipping out rented equipment, and distributing delivered mail to crew

PR & Social Media Director | The Industry | Pre-professional film/TV club Dec. 2018-Feb. 2019

- Developed marketing strategies via social media, grew membership by fifty in a month's timespan
- Wrote scripts, day played, and edited for student films

First AD, Casting Director, & Second AE: Student Film: "I See You" Aug. 2018-Dec. 2018

- Kept production on schedule, prepared daily call sheets, maintained order and safety on the set
- Arranged casting calls while working closely with the director and producer to cast each role
- Set project organization & columns, ingested media, & remapped audio channels in Adobe Premiere

Creator, Producer, Writer, Director : Short Documentary Film: "Heal Their Hearts" Sept. 2019-Dec. 2019

- Organized and wrote script for the short film to showcase the immigrant community
- Produced and shot film using the Panasonic Lumix GH5 and edited in Adobe Premiere

Work/Leadership Experience

Waitress/Hostess | Futo Buta May-Aug. 2019

- Worked in high paced environment in Charlotte, NC's top rated restaurant, overseeing large waitlists
- Thorough knowledge of restaurant's extensive menu and sake options

Waitress/Bartender | Basil's Pizza & Deli April-Aug. 2018

- Dedicated to providing the best customer experience through extensive knowledge of menu
- Trained workers in serving, hosting, and food prep, while maintaining communication amongst staff
- Increased monthly sales by upselling drinks, winning drink sales competition

Personal Intern Assistant | Mckee Court Reporting May 2016-Dec. 2017

- Put together typed invoices and transcripts of depositions and court hearings in a timely manner
- Entrusted in organizing exhibits and confidential documents within transcripts
- Hand delivered and mailed documents to trusted clientele, such as lawyers and defendants

Academic Tutor | Student Athlete Services: GSU Jan.-Dec. 2016

- Tutored student athletes weekly making a C or below in various core curriculum
- Worked with students to have a better understanding of the material through several tactile activities
- Brought students grades up to one or more letter grade by the end of each semester

Tutor | Pinewoods Library/Oasis Tutors Aug. 2017-Dec. 2019

- Tutored elementary through high school children in Hispanic, impoverished neighborhoods
- Created daily lesson plans working on verbal and written English, as well as other core subjects

Member | Alpha Omicron Pi Aug. 2015-Jan. 2018

- Fundraised for Arthritis research in numerous philanthropy events
- Led on the executive board as dance chair, choreographing for university dance competitions