

Cheryl Anne Fries

cafries18@gmail.com | 571-528-9486 | www.linkedin.com/in/cheryl-a-fries

Production Assistant looking for opportunities to use my technical skills in the creative process to develop visual content

WORK EXPERIENCE

INVESTIGATION DISCOVERY | MAY 2023

ON THE CASE WITH PAULA ZAHN (2023)- Production Assistant

Roles and Responsibilities- Scouting locations and reporting back to producers with detailed notes on location (plus pictures) and wifi/ ethernet usage; Supporting crew on set

INCREDIBLY OKAY FILMS LLC | OCTOBER 2020- SEPTEMBER 2022

THE TRIP (2022) (FEATURE FILM)- Production Designer, Sound Mixer, Boom Pole Operator; **THIS**

SEAT'S TAKEN (2021)- Sound Mixer; **SHADOWS (2020)**- Wardrobe, Props, Boom Pole Operator

Roles and Responsibilities- Direct the Art Department through pre-production and production; Research props, wardrobe, and hair and makeup (HMU); Maintain spreadsheets organizing props, wardrobe, and HMU by project; Execute on-set duties of Prop Master and Set Decorator; Design costumes; Deliver quality props and costumes while adhering to strict budget; Troubleshooting audio equipment and various on-location audio issues (i.e. using lighting cases to block strong winds)

PICKET FENCE PRODUCTIONS | JANUARY 2021

ART (2021)- Sound Mixer, Boom Pole Operator

Roles and Responsibilities- Record quality sound in large, echoey building with only a shotgun microphone which was achieved through creative positioning of boom pole

VIRGINIA COMMONWEALTH UNIVERSITY STUDENT PROJECTS | SEPTEMBER 2020- AUGUST 2022

CABIN UNDER THE MOON (2022)- Production Designer; **YOU OR A FRIEND (2022)**- Boom Pole

Operator; **THE F**KED UP THING THAT HAPPENED TO RUTH ERMINGILD (2022)**- Hair and Makeup, SFX

Artist; **KEEP ME COMPANY (2021)**- Production Designer; **THE HITCHHIKER (2021)**- Boom Pole

Operator

Roles and Responsibilities- Directed art department through pre-production and production; Responsible for developing and managing department budget as Production Designer; Worked with multiple professional makeup artists to develop and implement our own SFX wounds and effects; Designed costumes and purchased wardrobe specific to each character; Collaborated with outside vendors to create hero props and SFX pieces; Communicated art department needs effectively and coordinated with other departments on set; Designed sets with stunts and fight choreography in mind; Recorded on-location sound with shotgun, cardioid, and lavalier microphones

NORTHERN VIRGINIA COMMUNITY COLLEGE X THE FILM ACADEMY OF MIROSLAV ONDŘÍČEK **| MAY- JUNE 2019**

SPRING FLING (2019)- Screenwriter, Production Designer

Roles and Responsibilities- Managed international crew (The Film Academy of Miroslav Ondříček (Pisek, Czech Republic) and Northern Virginia Community College collaboration) through both pre-production and production allowing for efficient set up and striking of set; Purchased and created quality props while working within art department budget; Organized and led costuming and HMU decisions; Awarded The Film Academy of Miroslav Ondříček President's Award (team)

FREELANCE

BANK POLICY INSTITUTE ARCHITECTURAL PHOTOSHOOT (2023)- Production Assistant; **CATTY CORNER CAFE (SUMMER 2022)**- TikTok Content Creator; **ON-SET VIDEOGRAPHER (2022) (EPISODIC)**- Sound Mixer, Boom Pole Operator; **BUSKER JONES (2022)**- Art Assistant; **LADY IN THE FRAME (2022)**- Boom Pole Operator; **LET'S MAKE JAM (2021)**- Production Designer; **TROPE (2021)**- Production Designer; **AS FAR AS THE EYE CAN SEE (2019)**- Props Master

EDUCATION

VIRGINIA COMMONWEALTH UNIVERSITY (SEPTEMBER 2020- AUGUST 2022) | GPA 3.4

- B.A Film | Minor in Creative Writing

NORTHERN VIRGINIA COMMUNITY COLLEGE (AUGUST 2017- MAY 2020) | GPA 3.7

- A.A. General Studies | A.A Cinema

INTERNSHIP

WOMEN IN FILM AND VIDEO (WIFV)| FEBRUARY 2020- JUNE 2020

- Managed social media (Major platforms including MeetUp and Hootsuite) and created graphics (i.e. WIFV Twitter banner)
- Supported planning for major events, member meetups, and outreach (i.e. ScriptDC, One Woman One Vote)
- Researched history of mental illness in film and the effects of mental illness representation in film upon society and the surrounding stigma from the beginning of film to modern day internet celebrities

SKILLS

- Adobe Suite (especially Premiere Pro, After Effects, and Photoshop)
- Non-linear editing (Premiere Pro and Davinci Resolve)
- Creative and professional writing (including screenwriting, prose, and research)
- Character, costume, makeup, prop, SFX wounds, and set design
- Experience in multiple production departments (screenwriting, location scouting, art, audio, editing, marketing)
- Strong interpersonal skills
- Standard office skills

- Social Media management and creation (Facebook, Twitter, TikTok, Hootsuite, Canva)