

Everardo Garcia Jr

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EDUCATION

BA - Film and Television | *Columbia College Chicago* | 05/2025 | Chicago, Illinois

- Columbia's Dean's List, Columbia Dean's Scholar, The National Society of Leadership and Success Member, GPA: 4.00 with Highest Honors
- Relevant Classes: AD Workshop, LP Workshop, Safety on Set, & Intro to Marketing

AAS - Motion Picture / Television - Film | *College of DuPage* | 05/2023 | Glen Ellyn, Illinois

- GPA: 4.00 with Highest Honors
- COD Academic Honors (2021-2023), COD Dean's Scholar, COD's Highest Honors, Phi Theta Kappa Member

WORK EXPERIENCE

Assistant Videographer | *Jeremy's Videography* | 01/2024 - 01/2025 | Chicago, Illinois

- Assisted the head videographer by utilizing multitasking and rapid response skills while working in professional video and lighting work for weddings and special events.
- Maintained and moved the head videographer's equipment during filming in a timely manner.

Speaker Tracker | *Democratic National Committee* | 08/2024 | Chicago, Illinois

- Diligently coordinated and tracked DNC VIP speakers within the United Center arena, highlighted great leadership and teamwork within multiple departments, including production, DNC, and USSS officials.
- Collaborated with other speaker trackers while maintaining interpersonal communication every minute in a production and governmental environment.
- Provided critical analytical tracking paperwork for DNC leadership while problem-solving and collecting data on VIP speakers' information with excellent attention to detail.

Retail Associate | *Ross Dress For Less* | 06/2024 - 08/2024 | Hodgkins, Illinois

- Maintained restocking items from the stockroom to the store floor, including organizing abandoned items to their correct shelves, and rearranging clothing items from fitting rooms.
- Problem-solved customer issues while completing storefloor tasks with diligent team communication.

Crew Employee | *McDonald's* | 07/2020 - 05/2024 | Countryside, Illinois

- Demonstrated excellent customer service in a fast-paced fast-food environment while providing food packaging and orders.
- Maintained proficient leadership and trust from my managers, contributing to my growing skills in better solving customer complaints and rapid-response situations.

Skills

Professional: Work Organization, Collaboration, Interpersonal communication, Customer service, Decision making, Problem-Solving

Technical: Movie Magic Scheduling, Microsoft Office 365 & Google Drive, Premiere Pro, DaVinci Resolve, Canva

Production Skills: Pre-Production, Documentation review, Intermediate Cinematography, Time management, Script Coverage, Location Scouting, Editing, Film Criticism

Languages: English (Native), Spanish (Native)