

# Cole Hearted

## Editor

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1313 Mockingbird Lane  
Mockingbird Heights, CA 90000  
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## Personal Statement

I am a creative, goal-oriented individual with experience in film editing & sound design, and project management. I have a passion for projects in which arts and social impact intersect to create positive change for communities.

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## Education

**UNC School of the Arts / BA in Picture Editing and Sound Design**  
AUGUST 2017-MAY 2021 (ANTICIPATED) | WINSTON-SALEM, NC

**Jane Doe High School**  
AUGUST 2013-MAY 2017 | BALTIMORE, MD

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## Professional Experience

**Jane Schmo Media Solutions/ Intern**  
OCTOBER 2018-PRESENT | WINSTON-SALEM, NC

- Assist lead editor with film and audio editing for client projects
- Acting as liaison for new and potential clients
- Curating client database

**UNC School of the Arts / Work Study | Community Engagement**  
AUGUST 2017-PRESENT | WINSTON-SALEM, NC

- Support Director with essential program management tasks
- Ensure that community partners receive important documents
- Collect and file Community Engagement service member documents

**BrewHaHa Coffeehouse/ Barista**  
OCTOBER 2016-AUGUST 2017 | BALTIMORE, MD

- Served customer needs
  - Confirmed all food and drink items were made to a high standard
  - Maintained all necessary equipment
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## Special Skills

### Administrative

Creating and executing project timelines, managing team schedules, client relations

### Technology

FinalCut Pro, ProTools, FL Studio, Microsoft Office Suite, Adobe Creative Cloud, Finale, Sibelius.