



# Noemi Lopez

## WORK EXPERIENCE

September 2022 - Current

**Production Assistant ACT Productions, Inc.** | Miami, FL

- Updating documents, spreadsheets, and power points to help the production staff. Deliver messages to members to coordinate plans.
- Handling permits and managing staff schedules for each project.

November 2021 - September 2022

**Studio Coordinator C&I Studios** | Fort Lauderdale, FL

- Handling rental bookings for all studios in Florida and Los Angeles.
- Working in pre-production by finding talent, locations, props, release forms, and shoot schedules.

July 2021 - August 2021

**Digital Imaging Technician Zeenemas Productions** | Miami, FL

- Worked with the director of photography on workflow, camera settings, systemization, cycling memory cards, and organizing the overall data for the production.

August 2017 - May 2021

**Director and Producer The University of Tampa** | Tampa, FL

- Provided direction to all crew members to emphasize the vision of the film while maintaining set as professional and under budget as possible.

January 2020 - March 2020

**Production Assistant Black Veil TV Series** | Tampa, FL  
ZeenemasZeenemas

- Provided support to crew members on set and the director, Daniel Myrick from The Blair Witch Project. Obtained office duties, worked well under pressure and kept all documents organized for each day.

## EDUCATION AND TRAINING

May 2021

**Bachelor of Arts** | Film And Video Production  
The University of Tampa, Tampa, FL

- Minor in Business Administration

May 2017

**High School Diploma**  
Hallandale High School, Hallandale Beach, FL

## LANGUAGES

**English:**

Native/ Bilingual

**Spanish:**

Native/ Bilingual

## ORGANIZATIONS

- Member, Women in Film and Television; Tampa Bay branch for female filmmakers
- Alumni, Delta Kappa Alpha; Professional Cinematic Arts Fraternity

## CERTIFICATIONS

- Adobe Premiere

📍 Hollywood, FL 33019

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✉ noemilopez098@yahoo.com

## SUMMARY

- A Mexican-American graduate of The University of Tampa.
- Noemi has been a producer, director, and cinematographer with a BFA in Film and Media Arts.

## SKILLS

- Adobe Creative Cloud: Premiere Pro, Photoshop, After Effects, Illustrator, Audition, Dreamweaver
- Harmony Premium, Dragon Frame, Microsoft Office Suite
- Super 8, 8mm, and 16mm film developer in the Dark Room at UT

## WEBSITES, PORTFOLIOS, PROFILES

<https://www.noemi-lopez.com>