

CAITLIN WHITAKER

Graphic Designer | Filmmaker | Norfolk, VA
757. 353. 7509 | caitlin.p.whitaker@gmail.com

FILM PRODUCTION EXPERIENCE

Key 2nd AD | “Tapawingo” (Feature-Length Film)

Foggy Bottom Pictures | June – July 2021 | Richmond / Hopewell, VA

Assistant Director | TCC Commercial

BRITE | April & July 2021 | Hampton Roads, VA

Set PA / Background PA | “Swagger” Season 1

Apple TV+ | CBS Eye Productions, Inc. | Feb – Mar 2021 | Richmond, VA

Production Assistant (Runner) | “Ford Bronco Sport” Commercial

Ford | Matador Network | Jan 2021 | Corolla, NC

Production Assistant (Runner) | “Reasonable Doubt” Season 4

Investigation Discovery | Painless TV | Jan 2021 | Richmond, VA

Production Assistant | “Love After Lockup” Season 3

WE tv | Sharp Entertainment | Aug 2020 | Virginia Beach, VA

Field Production Assistant | “Regular Heroes” Season 1 Ep 3

Amazon Prime | Big Fish Entertainment + Inked Out Productions
May 2020 | Newport News, VA

Production Assistant | “Wicked Tuna: Outer Banks” Promo

National Geographic | Evolve Studios | Mar 2020 | Kill Devil Hills, NC

Production Assistant | “The Bachelor” Season 24 Ep 8

Warner Bros / ABC | NZK Productions, Inc. | Oct 2019 | Virginia Beach, VA

Production Assistant | “Real Sports with Bryant Gumbel”

Season 25 Episode 10 | HBO | Oct 2019 | Surry, VA

GRAPHIC DESIGN EXPERIENCE

Graphic Designer

ODU Office of Intercultural Relations (OIR)
Old Dominion University | Norfolk, VA
Aug 2017 – Dec 2019

Graphic Designer Freelancer

Jpixx LLC | Virginia Beach, VA
May 2019 – Dec 2019

Graphic Designer / Print Production Specialist

Hackworth Reprographics Inc
Chesapeake, VA
Sep 2015 – Aug 2019

EDUCATION / CERTIFICATION / ACHIEVEMENTS

Communications, Film Studies (B.A.)

Old Dominion University

Aug 2017 – Dec 2020
Norfolk, VA, US

- Awarded ODU Office of Intercultural Relations' Student Employee of the Year in March 2019
- Elected President of ODU Film Club in April 2019 and April 2020

Arts, Studio Art (B.A.)

Old Dominion University

Aug 2010 – May 2015
Norfolk, VA, US

Covid-19 Compliance Officer Training

Certification of Completion | Health Education Services

Jan 2021
Online

SKILLS / INTERESTS

Software: Photoshop CC, Illustrator CC, InDesign CC, Premiere Pro CC, MS Word, MS Excel, MS Power Point, MS Publisher, Fiery Command Workstation, Wacom Tablet + Pen, Celtx, Final Cut Pro, Mac and PC.

Languages: English (Native), Japanese (Intermediate), Spanish (Beginner – Intermediate)

Professional Skills: Team / Group Management, Interpersonal Communication, Attention to Detail, Entrepreneurial and Solution-Based Mindset, Event Scheduling and Planning, Organization, Cultural Competence.

Film Production Skills / Experience: Scheduling, distributing call sheets, production reports, driving cargo vans, ordering and picking up lunch orders, handling releases, wrangling background, basic camera and G&E knowledge.

Interests: Narrative Storytelling, Photography, Puzzles, Animation, Filmmaking, Mentoring, Language / Culture, Drawing, Science.