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## Isabel Otis

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### Work Experience

#### Multimedia Designer

RSI Entech, LLC, U.S Department of Energy Office of Legacy Management | October 2023 - Present

- Produce high quality media, externally and internally, to support LM's mission of protecting the environment and human health
- Specializing in video production, including but not limited to graphic design, photography, motion graphics, animation
- Utilize the Adobe Creative Cloud suite, including Premiere Pro, After Effects, Bridge, and more
- Collaborate with other departments for education, community outreach, etc
- On-location and travel for shoots
- Pre-production, production, and post-production
- Familiarity with setting up sets, lights, equipment, and directing individuals

#### Videographer, Video Editor, and Media Producer

Isabel Otis Media | October 2019 - Present

- Worked with many clients on a one-time and continuous basis, such as Support Our Soldiers Foundation, Veterans Housing Network, Rocky Mountain Cannabis, Western Slope Vibe, Disruptive Technologists Inc, Technical College of the Rockies, Lumen Productions, Town of Cedaredge, etc
- Capture and edit events, promotional videos, training videos, instructional videos, marketing videos, zoom recordings, graphic materials, educational videos, lecture videos, testimonial videos, lifestyle videos, and other footage per client specifications
- Local and remote
- Capture photography throughout videography
- Graphic design and website design, advertising, marketing management
- Maintain communication with clients for quick turnaround and high-quality products

#### Video/Media Production and IT / Social Media Manager

Discovery Kids Learning Center / Child Care Biz Consulting - Fruita, CO | November 2019 - September 2021

- Develop, capture, and refine promotional videos using Adobe Premiere Pro
- Resolve IT challenges and generate media through Adobe Creative Cloud
- Establish and oversee newsletters, websites, and social media promotions

#### Audio Transcriber

Rev.com - Grand Junction, CO | April 2019 - June 2022

- Provide audio transcription services for a range of audio and video files
- Employ advanced transcription software and formatting techniques for high-quality transcripts

#### Production Assistant

Nexstar Broadcasting - Grand Junction, CO | September 2020 - January 2021

- Arrange camera shots and operate cameras in a studio environment
- Coordinate with anchors to guide live news broadcasts
- Produce and design graphic elements

#### Technical Media Producer

Gray Television - KKCO - Grand Junction, CO | January 2018 - April 2019

- Utilize technology for live news, commercials, and shows
- Oversee news production and direction
- Master various software programs, including ENPS, Air Client, FCC, Nexio, Rhonet, Vizrt, Harris Automation, Ross Overdrive, and the Adobe Software Suite

### Education

#### Associates of Applied Science Degree in Video Production Northcentral Technical College

August 2021 to August 2023

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**Certificate in Digital Media and Marketing (DMCA Big Data and Data Science)**  
**Duke University**

February 2020 to July 2021

**Vocational degree in Digital Media Design**  
**Union County Vocational Technical School - Scotch Plains, NJ**

September 2015 to June 2017

**Diploma**  
**Westfield High School - Westfield, NJ**

September 2013 to June 2017

**Awards**

**Film featured at Peoples Improv Theatre in NYC**

June 2016

"Love Yourself" featured at the Peoples Improv Theater in NYC

**Film featured in West Chester Film Festival**

June 2016

"Do You Want to Buy a Box of Cookies" featured in the West Chester Film Festival

**Film featured in Big Dreams Youth Film Festival**

June 2017

"Revolution" featured in the Big Dreams Youth Film Festival

**Film featured in Las Vegas Film Festival**

April 2019

"Revolution" featured in the Vegas Global Film Convention

**Film featured in top 10 in Lift-Off International Film Festival**

February 2019

"Roadies" featured in Lift-Off International Film Festival

**Poem won and featured in Eber-Wein's publication**

December 2018

"This Lonely Fight" featured in their print publication

**Films were a semi-finalist in San Mauro Film Festival**

June 2018

"Lost", "Desire", and "Revolution" were a semi-finalist in San Mauro Film Festival

**Film won in Grand Mesa Film Festival**

April 2022

"Desire" won 'Most Creative' in the Grand Mesa Film Festival

**Film featured in Grand Junction Film Festival**

October 2022

"Onism" was featured in the Grand Junction Film Festival

**Film won in Grand Mesa Film Festival**

April 2023

"The Secret Quest" won 'Best Up and Coming' and 'People's Choice' in the Grand Mesa Film Festival. "Onism" was also featured in this film festival

**Film featured in Las Vegas Film Festival**

February 2024

"Gold Cup City" was featured in the Las Vegas Film Festival

**Film featured in Grand Mesa Film Festival**

April 2024

"Etched in Time" was featured in the Grand Mesa Film Festival

**Certifications and Licenses**

**Certificate in Advanced Media Marketing**

Present

From Duke University.

**Certificate in Advanced Search Engine Optimization**

Present

From Duke University.

**Certificate in Advanced Mobile Marketing**

Present

From Duke University.

**Certificate in Advanced Website Conversion Optimization**

Present

From Duke University.

**Certificate in Advanced Web Analytics**

Present

From Duke University.

**Certificate in Digital Media and Marketing**

June 2021 to Present

From Duke University.