

JOSEPH FINDLAY

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Online Portfolio: <https://www.josephfindlay.com/>

EDUCATION

Oxford University

Associate Student of Keble College

Oxford, England

January 2023 – May 2023

Middlebury College

Candidate for Bachelor of Arts; Film and Environmental Economics Double Major
GPA: 3.90/4.00

Middlebury, VT

Expected February 2025

EXPERIENCE

Legacy Pictures

Development Assistant

New York, NY (Remote)

June 2023 — November 2023

- Supported and documented executive mandate calls and ideation sessions, ensuring smooth discussions and capturing important details
- Managed studio networks and acted as a reliable point of contact, facilitating effective communication within the team

Dark Castle Entertainment

Creative Development Intern

Beverly Hills, CA

June 2023 — August 2023

- Synthesized scripts and provided organized coverage to company executives, informing what projects they develop
- Completed administrative tasks to ensure smooth day-to-day office operations

TV Development and Writing Internship for *S.W.A.T.*

Intern

Los Angeles, CA (Remote)

June 2022 — August 2022

- Learned the insides of television development from industry professionals like Shawn Ryan, creator of *The Shield* and Netflix's *The Night Agent*
- Observed and engaged with an active writers' room for season six of police drama *S.W.A.T.*
- Prepared detailed notes during meetings with producers

Marquis Movie Theater

Projectionist at Historic Cinema

Middlebury, VT

January 2020 — Present

- Wrote, directed, and edited new pre-show advertisements for hundreds of customers to watch before each movie screening
- Sent out end-of-day box office reports and inputted new DCPs into projectors

On Set Film Work

Disney, Netflix, Independent Films

Vancouver, British Columbia

July 2020 — January 2021

- Acted as a background actor on *The Unforgivable*, *Turner and Hooch*, *Sophie's Rules*, and *The Firecrow*
- Worked as a production assistant on *The Mysterious Benedict Society*, *The Mighty Ducks*, and *The Firecrow*
- Coordinated special effects by controlling fog machines and working intricate strobe lights for K-Pop music video "Imagine"
- Operated the lighting setup for *A Den of Unholy Sacrilege (and Booze!)*

ADDITIONAL

Language Skills: Fluent in French, moderate proficiency in oral/written Spanish and Japanese

Computer Skills: The Adobe Suite, Microsoft Office and Google Suites, Scrivener, Final Draft, Fade In