

# Cara Schaaff

**E-Mail:** CaSchaaff@gmail.com  
**Phone:** 631-300-8457

**Professional Portfolio:** CaraSchaaff.com

## Objective

Experienced and accomplished screen play and short story writer. Has a background with behind the scenes production and management experience

## Education

Bachelors of Fine Arts - Creative Writing For Entertainment - 2014 Full Sail University - Winter Park, FL

## Experience

**Writer/Production Crew - Pulse Productions - Hauppauge, NY** **June 2015 - Current**

- Writing/Editing scripts
- Production Assistant
- Video Editing
- Creative Thinking

**Server/Expediter - Applebee's - Brentwood, NY** **July 2014 - Current**

- Certified Trainer of 30
- Food Manager's Certification
- Multi-Tasks daily

**Writer/Marketing Consultant - Hexane Productions - Wantagh, NY** **May 2014 - July 2014**

- Co-writing/Editing Scripts
- Product Placement Marketing Film/TV
- Corporate Sponsorship Liaison
- Video Editing
- Production Assistant

**Key Supervisor (Manager) - Applebee's - Commack, NY** **June 2007 - May 2014**

- Managed Food Service Team of 30
- Food Manager's Certification
- Certified Trainer Food Service Staff of 30
- Deposits and Financial Reconciliation

## Skills

**Tools:** Final Cut Pro X, Final Draft, Timeline 3D, Toon Boom Storyboard Pro, Microsoft Office Suite, Adobe Acrobat Pro

Microsoft or OSX - Team Leader - Creative - Copywriting / Editing - Video Editing - AP Style - Critical Thinking - Social Media Platforms - Research Analysis - E-Book Publishing