

Samuel Cassidy

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EDUCATION:

James Madison University, Harrisonburg, VA- Bachelor of Arts Degree in Communications Studies
2018-2022

- Concentration in advocacy, minored in creative writing and political science
- Member of Lambda Pi Eta and Omicron Delta Kappa honor societies

RELEVANT EXPERIENCE:

KTPG Productions, LLC, Washington Township, NJ- Writer's Assistant, *Manhattan South*
Summer 2023-Present

- Assisting head writer Thomas M. Cassidy with a television series that is currently in development
- Providing extensive script coverage including feedback and analysis for thirty episodes
- Conducting internet research as needed
- Organizing script files using Microsoft Office and Google Suite
- Developing creative marketing materials including a website to engage with potential clients

20th Television, Long Island City, NY- Production Assistant, *Only Murders in the Building*
Winter 2023

- Escorted actors around the filming area and coordinated extras
- Participated in crowd control, directed pedestrians away from filming, and locked down sets
- Acted as a runner distributing messages or items within film crew and cast

Dorey's Film Production Inc., Brooklyn, NY- Grip, *O Horizon*
Fall 2022

- Reported to the dolly grip and key grip
- Unpacked camera and rigging equipment and laid dolly tracks
- Moved set pieces during the shoot
- Assisted the camera operator

Death of a Horse Lawyer, New York City, NY- Writer, Director, Actor
Summer 2022

- Nominated at the Winter 2023 Portland Comedy Film Festival for "Best Acting Performance Award"
- Awarded "Best Comedy," and "Best Actor," at the Madrid International Movie Awards
- Awarded "Best Comedy," and "Best First Time Director," at the the Rome International Movie Awards
- Recognized as "Quarter Finalist," at the 2023 Italian Comedy Festival
- Wrote, directed, and was the lead actor in an award winning short film
- Planned and scheduled video production schedules of cast and crew members
- Edited video content using Adobe Premiere on tight time constraints

James Madison University Office of Student Life, Harrisonburg, VA - Lead Office Assistant
Winter 2020–Spring 2022

- Managed three office assistants and conducted their training
- Reviewed, sorted, and distributed incoming messages and correspondence through various mediums
- Organized communications and managed daily agenda with full time staff on Microsoft Teams
- Acted as first point of contact for office inquiries and directed them to proper team members

Paramount, Brooklyn, NY- Writer's Office Intern, *Blue Bloods*
Summer 2021

- Reported to the Showrunner and sat in on production and concept meetings for Season 12
- Updated a master document of Season 11 episodes on Google Docs for full time staff writers to refer to
- Assessed and organized all clearances on Microsoft Excel for the production team to ensure legal compliance
- Stocked and maintained writer's room
- Provided script coverage as needed

SKILLS:

- Script coverage, email communication, creative writing, office management, Microsoft Office, Final Draft, Adobe software, receptionist duties, mailroom operations, production assistance, confidentiality, adaptability, problem solving, multi-tasking, editing, online research, accurate data entry, scheduling, web design (Squarespace), customer service, personal assistance