



**Jon Mitchell**  
Film & TV Production  
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## JOB EXPERIENCE

### **DroneVideos.com** – Drone Operator (FAA Licensed Pilot)

July 2017 – Present

- Operated drone to shoot photos and videos of various for-sale properties on behalf of DroneVideos.com
- Interfaced with clients and acted as the professional and friendly face of DroneVideos.com while on location.

### **Cause + Effect** – Assistant Editor

May 2016 – Present

- Ingested and managed all incoming footage and media from production team or clients.
- Assisted producers in creating deliverables and ensuring tech specs were met.
- Assisted Senior Editor in creating projects and making minor editorial changes.
- Managed company TerraBlock, servers, and LTO tape archive system.

### **Dreamworks Animation** – Production Assistant | Post VFX Artist

August 2014 – May 2016

- Acted as episode producer for Netflix Original Series "VeggieTales in the House".
- Prepared art documents, expense reports, meeting notes, etc for entire crew.
- Helped team track details and assets and navigated complications during production.
- Assisted post-production team with editing and After Effects shots.
- Filled in for our video editors as needed by the crew.
- Facilitated communication between crew members in 3 separate studio locations..

## SPECIAL SKILLS

- **Adobe Creative Suite**  
Premiere, After Effects, Photoshop, Lightroom and Audition are my mainstays.
- **FAA Licensed Drone Pilot**  
I have the expertise to safely operate or supervise drones in accordance with the law.
- **Tech Savvy**  
Codecs, Command Prompts, XMLs, IP addresses, Excel formulas, and SSDs are all pleasant and familiar topics to me.
- **Excel Guru.**  
I'm convinced any project can be improved with a spreadsheet. Conditional formatting and pivot tables are your friend.

## EDUCATION

### **Belmont University**

BBA in Music Business Production

**Relevant Coursework:** Audio Engineering, Video Production, Business, Entrepreneurship