

Paxton Eubanks

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EDUCATION:

Oklahoma State University, Stillwater, OK

Aug. 2018 – May 2020

MS in Educational Technology

Certificate in Online Teaching

Graduated: May 2020

GPA: 4.0

Loyola Marymount University, Los Angeles, CA

Aug. 2014 - May 2017

BA in Film & Television Production

Graduated: May 2017 – *magna cum laude*

GPA: 3.89

EXPERIENCE:

Office Recruiters/AFMC (Fayetteville, AR): COVID-19 Case Investigator

Aug. 2020 – Feb. 2022

- Performed outbound calls to reach out to positive COVID-19 patients and the contacts of those patients to gather important diagnosis information, provide instructions for isolation/quarantine, and answer any questions they have about possible next steps.
- Performed both inbound and outbound calls for the ADH COVID Vaccination line, schedules vaccine appointments, performs 2nd dose reminder calls, and answers vaccination questions.
- Performed data entry services at vaccination clinics.

Air Dynamics, LLC. (Springdale, AR): Freelance Social Media & Website Manager

Sept. 2019 – Jan. 2022

- Updated and monitored the company's social media accounts and website.
- Wrote blog posts and edited video content for the company website.

NBCUniversal – Cable Entertainment (Los Angeles, CA): Casting Intern

Sept. 2016 – May 2017

- Covered phones for the department's Director, VP and Executive VP.
- Updated and filed production calendars, diversity/pilot reports, cast lists, and deal memos for series such as *Mr. Robot*, *Suits*, *Shooter*, *The Sinner*, *Happy!*, and *Unsolved*.
- Researched and emailed daily casting news to the department's Director, VP and Executive VP.
- Greeted actors and prepared general meeting rooms.

Casting Director (Los Angeles, CA): Student Films

- Created and released character breakdowns for Loyola Marymount University student productions.
- Scheduled and ran sessions for all actor auditions.

Paracysis (Dir. Yixia Li) Sept. 2018

Lonely in the Dusk (Dir. Jackie Song) Sept. 2018

The Agreement (Dir. Zac Chia) Jan. 2017

La Fin (Dir. Chang Sun) Jan. 2017

Wine into Water (Dir. Max Schapiro) Jan. 2017

Blue Water (Dir. Sydney Stuart) Sept. 2016

The Shuttle (Dir. Lu Han) Sept. 2016

Monkey Man (Dir. Yixia Li) Sept. 2016

Blood Secret (Dir. Jervis Li) Jan. 2016

No Brainer (Dir. Max Schapiro) Jan. 2016

A Hero for a Day (Dir. Lifan Wang) Sept. 2015

August Cinderella (Dir. Chang Sun) Sept. 2015

Knox Avenue Productions (Los Angeles, CA): Intern/Production Assistant Sept. 2015 – Mar. 2016

- Production assistant on a commercial production and costume fitting; helped set up and maintain crafty; acted as a stand-in; assisted the crew with clean up.
- Made occasional runs for the producer and director throughout the internship.
- Edited a behind the scenes video for the feature film *Listen*.

LMU's Roar Network (Los Angeles, CA): Freelance Videographer & Editor Sept. 2014 - Dec. 2015

- Filmed and edited educational symposiums & conferences for clients
- Taught new freelancers how to use professional camera/sound equipment and editing software

The Hollywood Christmas Parade (Los Angeles, CA): Production Assistant Dec. 2014

- Assisted the crew in setting up equipment and decorations.
- Assisted talent and crew in the VIP tent, collected documents from extras.
- Provided transportation for the talent from the dressing rooms to the various stages.

SKILLS:

- Able to work efficiently with a team in a fast-paced environment.
- Software: Final Cut Pro, Avid Media Composer, After Effects, MS Office, GoToAssist, Slack, Google Docs, Microsoft Teams.
- Competent in various aspects of film and TV production: producing, casting, on-set production, editing, and special effects.
- Mac & PC proficient.
- Experience with website development using Wix and WordPress.

ASSOCIATIONS & HONORS:

Gates Millennium Scholar (May 2012 – May 2020): Gates Millennium Scholar: Recipient of the Gates Millennium Scholarship, a full-ride scholarship funded by the Bill & Melinda Gates foundation.

Cherokee Nation Scholar