



CW

CHARLIE WEEKS

OBJECTIVE

A post-production professional whose goal is to help make sure any story is told most effectively.

SKILLS

Adobe Creative Cloud
Adobe Premiere Pro
Final Cut Pro X
AVID Media Composer

EDUCATION

Manhattan Editing Workshop

Summer 2019
Six Week Intensive AVID & Adobe
Premiere Workshop

Syracuse University

S.I. Newhouse School of
Public Communications
August 2006 – May 2010
Television, Radio, Film major
Dean's list & Cum Laude

EXPERIENCE

ASSISTANT EDITOR • MAXI COHEN STUDIOS • 10/20 – 06/21

- Setup project workflow for editor allowing him to work from multiple locations
- Organized media bins to help editor work as efficiently as possible
- Ingested and synced footage with external audio tracks
- Created and managed transcripts of interviews
- Exported various cuts and uploaded onto Vimeo

EDITOR • MAXI COHEN STUDIOS • "A MOVEMENT IN WATER" 03/21 – 04/21

- Edited multiple synchronized videos designed for 180° art installation
- Edited & Produced multiple promotional and fundraising videos
- Consolidated original media assets from multiple hard drives to one OWC Drive
- Worked under close direction and supervision with art director

AE • LINEAGE FILMS • "A WOMAN HAS, A WOMAN HASN'T" 02/21 – 04/21

- Migrated project from Avid Media Composer to Adobe Premiere Pro
- Consolidated original media assets from a dozen hard drives to one OWC Drive
- Reconstructed and re-linked edited sequences from Avid to Premiere
- Uprezzed archival footage using Topaz Video Enhance AI software

EDITOR • MAXI COHEN STUDIOS • "ART2HEART" 11/20 – 03/21

- Edited 50 minute short documentary using footage from iPhone & Lumix camera
- Exhibited on a loop at National Arts Club as part of exhibition in March 2020

POST-PRODUCTION INTERN • JIGSAW PRODUCTIONS • 09/19 – 03/20

- Marked up video archival footage for video editor with noteworthy moments
- Reviewed and formatted transcripts to be imported into Avid workflow
- Created and built String Outs from archival pulls for the Editor
- Researched and pulled archival media as it was requested by production

MEDIA MANAGER • COPACETIC PICTURES • "BETTY & HENRI" 08/19 – 07/20

- Created tracking sheets for all footage saved & organized in project hard drive
- Set up project workflow, creating proxies, Sequences, graphics and SFX/Audio.
- Created string-out sequences from footage based on Director's notes
- Researched and pulled archival footage, film essays and writings



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