

LEXIE ZANGHI

CONTACT

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EDUCATION

SUNY ALBANY

DECEMBER 2023

BA in Communications
and Journalism

Graduated *cum laude*.

SKILLS

- Fluent in Canva, Final Cut Pro, Google Docs, and Word
- Content creation
- Communication
- Creativity
- Social media savvy

PROFILE

Set Production Assistant with a passion for the industry, recent experience on the set of a major television series, and a degree in Communications and Journalism from the University at Albany seeking a position in the entertainment industry.

EXPERIENCE

Set Production Assistant

MAIN LOT PRODUCTIONS LLC

MAY 2023 - JULY 2023, NOV 2023 - DEC 2023

Assisted in the production of *Pretty Little Liars: Summer School* by ensuring a clean and safe shot through the supervision of set and traffic lockups, facilitating communication between departments and crew, and assisting in the distribution and delivery of Craft Services to the cast and crew.

Barista

Professor Java's

SEPT 2023 - DEC 2023

Created custom drinks and breakfast and lunch items for customers in a timely manner; maintained the upkeep and cleanliness of the shop; multitasked by interacting with multiple co-workers, customers, and orders at one time.

Wedding Coordinator

Something Blue Weddings and Events

June 2021 – present

Communicated with multiple vendors and guests in preparation for wedding ceremonies and receptions, oversaw and coordinated day-of wedding events and activities.

Head Lifeguard

Six Flags Darien Lake

Summer 2022

Ensured guest and team member safety at over ten water attractions, trained new employees, led in-service training, and supervised an average of 8 lifeguards and a minimum of 500 guests daily.