

Sarah Cornell

Digital Media Professional

Address Surprise, AZ 85378

Phone 6232569039

E-mail sarah@sarahanncornell.com

I have an associate's degree in Digital Media Arts. I am looking for a position with an upward career ladder. I welcome the ability to be mentored by those with more experience in the industry. I am seeking an mid-level position with a company that will utilize the skills I have and offer opportunity to grow.

Work History

2022-12 - Current **Research - 2nd Shift Team Lead**

IMemories, Scottsdale, AZ

- Trained new employees and delegated daily tasks and responsibilities.
- Maintained clean and well-organized production areas to avoid violations or unnecessary work delays due to hazards or inefficient layouts.
- Delivered superior training and leadership to teams to boost performance and help team members achieve performance targets.
- Prepared shift summary reports for supervisor and communicated regularly on goals and progress.
- Developed and implemented new processes and procedures to streamline operations.
- Resolved conflicts between employees to maintain positive and productive work environments.
- Managed shift operations, supplied resources and monitored team performance to keep business profitable and running smoothly.
- Developed and updated tracking spreadsheets for process monitoring and reporting.
- Educated staff on organizational mission and goals to help employees achieve success.
- Conducted regular reviews of operations and identified areas for improvement.
- Helped meet changing demands by recommending improvements to business systems or procedures.
- Gathered, organized and input information into digital database.
- Assisted with day-to-day operations, working efficiently and productively with all team members

2021-05 - 2022-12 **Research**

IMemories, Scottsdale, AZ

- Worked both independently and collaboratively in fast-paced environment.
- Asset research and re-ingest.
- Individually sorting assets, maintaining asset status.
- Repairing assets (VHS, VHS-C, 8mm, MiniDV, BetaMax)

- Tagging assets.
- Manually re-ingesting problematic assets.
- Performing Order Integrity.
- Performing assets away.

2020-11 - 2021-05

Scene Select

IMemories, Scottsdale, AZ

- Video editing home footage into chapters in a Blu-ray disc.
- Use of proprietary editing software.
- Maintaining production goals.

2018-05 - 2021-11

Content Creation

ManiQuinn Gaming, Sit Still and Listen, Surprise, AZ

- Sole content creator for ManiQuinn Gaming, which is a gaming YouTube channel.
- ManiQuinn Gaming channel includes content creation, post production editing and administrative duties that include uploading on YouTube and updating the dedicated Twitter account.
- Co-host and post-production editor for Sit Still and Listen, which is a podcast.
- Sit Still and Listen channel includes creation and editing the intro and outro and co-host the show, edit the shows content, as well as having administrative duties that include uploading on YouTube.

2012-08 - 2013-08

Motion Graphics /Content Creation Head

New River Electric, Phoenix, AZ

- Create animations, from conception to completion, to promote company's sideline of handmade dog beds. These animations included script, story-boarding and interactions with manager for approval on commercials. Sole creator of animations; filmed, edited and posted video. Software that was provided by the company [CrazyTalk, Windows MovieMaker].
- Social media strategy team: collaborate with team to write blog posts on tcompany's blog.
- Delivered quality writing and graphic/Motion graphics under weekly deadlines.

2013-08 - 2017-03

Barista Trainer

Starbucks, Peoria, AZ

- Learned new drinks and procedures first, and instructed all team members on how to properly complete each.
- Trained new team members with positive reinforcement and respectful, encouraging coaching.
- Trained new employees in groups and in one-on-one scenarios.
- Learned every menu item's preparation and numerous off-label drinks to meet customer needs.
- Promoted additional items with beverages, increasing store sales.
- Taught proper procedures and strategies for success to new employees.
- Handled cash and processed payments accurately to avoid errors.

- Maintained regular and consistent attendance and punctuality.
- Maintained and operated espresso machines, blenders, commercial coffee brewers, coffee pots, and other equipment.
- Recommended products based on solid understanding of individual customer needs and preferences.

Skills

Adobe After Effects	●●●●●	Excellent
Adobe Photoshop	●●●●●	Good
Adobe Premiere	●●●●●	Very Good
Adobe Illustrator	●●●●●	Very Good
Adobe Audition	●●●●●	Average
Adobe InDesign	●●●●●	Good
Daily workflows	●●●●●	Excellent
Leading team operations	●●●●●	Excellent

Education

- 2016-08 - 2019-06** **Associate of Arts: Digital Design**
Glendale Community College - Glendale, CA
 Associate of Applied Sciences in Digital Media Art
GPA 3.72 with Distinction
- 2012-06 - 2009-08** **High School Diploma**
Liberty High School - Peoria
 Graduate of class of 2012.