Jessica Orbon

TV Talent Agents

706.836.5290

Represented by:Paul Brewer

Paul.Brewer11@comcast.net

EXPERIENCE

FiOS1

New York, NY

September 2016- Present

Producer

NY1

New York, NY

News Assistant

August 2013- July 2015

• Reports news-worthy events throughout the five boroughs of New York City

• Operates studio and portable cameras using tape and digital P2 cards as well as all recording equipment

• Films news for on air packages

• Coordinates camera logistics for live segments

• Conducts interviews with civilians, eye witnesses, law enforcement personnel, political and government officials

• Edits material for on air VOSOTs and anchor packages

• Writes scripts for on air VOSOTs and anchor packages

• Field produces and coordinates camera crews and reporters at news events

CNN International Business Unit

New York, NY

Production Intern

June 2012-August 2012

• Prompted and assisted with World Business Today (live) daily

• Prompted and assisted with Global Exchange (live) regularly

• Disc ingests

• Participated and assisted with news, package and features shoots

• Conducted man on the street interviews

• Prepared scripts

• Assisted with live shows in studio and on location

• Edited news and features packages

• Web rolls

• Researched story ideas for futures meetings to be used for packages

• Camera logistics

• Equipment travel

Middle East Association

London, UK

Projects and Communications Assistant

August 2011-December 2011

• Coordinated international events and conference registration

• Delegate relations

• Media and advertisement publishing

• Events marketing

• Created, published and distributed delegate brochures

The Colbert Report (MTV Networks/Viacom)

New York, NY

Production Intern

May 2011-August 2011

• Guest appearance liaison

• Stage and prop management

• Production editing and support

• Audience support and management

EDUCATION

Ursinus College, Collegeville, PA

Bachelor of Arts, May 2013, cum laude

Major: Media and Communications, Minor: Middle Eastern Studies

• Editor in Chief of Ursinus College Newspaper, The Grizzly

• Inducted into Theta Chi chapter of Lambda Pi Eta National Communications Honors Society for achieving a 3.5 or above in all Media and Communications courses, March 2012

• President and Member of Theta Chi chapter of Lambda Pi Eta National Communications Honors Society, October 2012

• Inducted into the Ursinus College Department of Modern Languages Honor Society for superior achievement as a student of the Arabic language, April 2013

• Writer for Literary magazine, Ursinus College Lantern

• Founding Member and Public Relations Representative, Skin We’re In (organization promoting positive self-image)

• Member of Arabic Club

Imperial College, London, UK

CAPA London Study Abroad Program

ADDITIONAL SKILLS

Computers: Microsoft PowerPoint, Microsoft Excel, Microsoft Publisher, InDesign, NewsDesk, iNews, MediaSource, MIRA, Dalet, LUCI, Microsoft Dynamics AX, SalesCenter

LANGUAGES

Arabic (ILR Level 3 – General Professional Proficiency)

Italian (ILR Level 2 – Limited Working Proficiency)

References available upon request