

Ruth Hanson

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Author • Screenwriter • Archivist • Personal Assistant

Representation: Camille Sorice Talent Agency camillesoricetalent@yahoo.com

PROFESSIONAL SUMMARY

I worked retail and food service for a majority of my early professional life, familiarizing myself with points of sale systems and customer service skills. While in college, I managed to score a slot in a coveted internship to read incoming material for an active production company. After graduation, I began work as a meta-data clerk and archivist.

AREAS OF EXPERTISE

Screenwriting • Script Coverage • Personal Admin • Administrative Assignments • Meta-Data •
Project Management • Developmental Editing • Storyboards • Revisions • Advertising •
Public Relations • Customer Service • Telecommunications • Quality Control

PROFESSIONAL EXPERIENCE

META DATA ENTRY CLERK, Iron Mountain Entertainment Services | Hollywood, CA
2020-2023

I was responsible for incoming and outgoing physical assets for various client projects. I cataloged thousands of assets for digitization purposes.

- Supplied meta data for various forms of physical media, including VHS, Betacam, Betacam SD, and audio recordings.
- Supplied photographs for each individual asset and kept an organized log of each asset as they arrived for digitization.
- Double checked the flow of work and organized the outgoing assets for storage in the IMES vaults.

FLOOR SALES CLERK/STYLIST, Unique Vintage | Burbank, CA
2018-2020

I was a direct line of contact between customers and the company while tending to each client's unique needs.

- Handled cash transactions, online orders, and mediated returns and complaints.
- Personally styled incoming customers and brought a personalized flare to my position.
- Did social media modeling for various outfits, bringing in further customers.

EDUCATION, INTERNSHIPS, AWARDS AND HONORS

California State University Northridge

2017-2019 Graduated 3.7

BA – Screenwriting/Playwriting

Minored – Copywriting

INTERNSHIP 2017-2018

American High Productions – Script Coverage Writer

Pasadena Community College

2015-2017 Transferred 3.5

General AA

Majored – Film

Minored – Telecommunications

SCHOLARSHIPS

The Dr. Judith Scholarship for Excellence in Writing

The CSUN Arts Program Scholarship

AWARDS

2023 Creative Screenwriting Genre Winner – Best Western

2023 Emerging Screenwriters Semi Finalist – TV Pilot

2022 Emerging Screenwriters Quarter Finalist – Genre

2021 Bluecat Screenwriting Semi Finalist – Genre