

Matthew Neal Carieri
1313 ¼ Edgecliffe Dr. Los Angeles, CA 90026
(818) 312-1505
info@matthewcarierifilm.com

University of Southern California School of Cinematic Arts
B.A. in Media Studies, Minor in Screenwriting

Work Experience

FOREST HILL ENTERTAINMENT (Spring 2019-Fall 2021)

Assistant to both the President and Vice President of joint venture production company with artist Drake. In addition to extensive administrative work, responsible for coordinating communication across teams and directly with high-profile collaborators. As one of only 3 full-time members of the Forest Hill team, also instrumental in creative influence from script and story development to pitch and material design.

TEENAGER (Fall 2016-Spring 2019)

Production assistant and Production Coordinator for independent LA-based production company Teenager. Worked directly under the company's directors and producers for various talents.

ANNAPURNA INTERACTIVE / ANNAPURNA PICTURES (Summer 2017-Spring 2017)

Intern at Annapurna Interactive. Worked under the studio's Interactive team, while also offering support to its Film and Television departments. Responsible for QA testing, development and production research, and guest correspondence.

NEW REGENCY (Spring 2017-Summer 2017)

Story Intern for New Regency at Fox Studios. Responsible for script coverage, help with story development, and industry research as well as general office aid.

CAPTIVATE ENTERTAINMENT (Fall 2016-Winter 2016)

Development Intern at Universal Studio's Captivate Entertainment. Responsible for script coverage, tracking sheets, and communicating with and receiving studio guests.

LEGENDARY ENTERTAINMENT (Spring 2016-Summer 2016)

Intern for the Marketing Department at Legendary Pictures. Responsible for research work, script coverage, pitch presentations, social media, and data analysis. Extensively involved with the department's preparation for their 2016 Comic-Con presence.

CHAINSAW PRODUCTIONS (Spring 2015-Summer 2015)

Intern at the editing studio Chainsaw Production, which is behind post-production for programs such as American Idol, Game of Thrones, and True Blood. Provided assistance for in-house colorists and editors.

Personal Activities

FREELANCE (Fall 2016-Current)

Freelance work in various roles on film productions as a PA, Production Coordinator, and Gaffer, and in game development as a freelance QA tester.

THE CODING BOOT CAMP AT UCLA (2021)

Received Fullstack Software Development certification through a 6-month program at UCLA, equipping the selectively sized program with proficiency in basic tools from HTML and CSS to more abstract and cutting edge technology such as React, Heroku, and MongoDB.

TROJAN ARCADE (2014-2018)

Co-creator, Executive Producer, lead writer, and co-host of the first video game news, review, and discussion show on USC's Trojan Vision television network. The show is currently in its eighth season.

KXSC RADIO (2016-2018)

DJ at KXSC, USC's student-run radio station. Host/DJ of the weekly radio program Super Fly Sounds of the 70s.

DELTA KAPPA ALPHA PROFESSIONAL CINEMATIC ARTS FRATERNITY (2014-Current)

Active member of the Alpha chapter of Delta Kappa Alpha, the professional cinematic arts fraternity with a focus on creative storytelling, ethical and productive business practices, and philanthropic action.

Technical Proficiencies

Microsoft Office, Jira, Final Cut Pro, Final Draft, Adobe Premiere Pro, OBS, HTML, JavaScript, Unity, Unreal Engine 4, Adobe Photoshop, Adobe InDesign, Avid Media Composer, Logic, GameMaker Studio, First Aid