

# Jasmine Reedom

Production Coordinator

757-546-4605

jasmine.reedom@gmail.com

## OBJECTIVE

I started working in Production in 2012. I began working in Feature Films, and then worked my way to Reality Television. I am a very hard worker. I am not afraid to ask questions, and I learn very fast. My goal is to be able to continue the skills that have learned over the past years, by having the chance to grow and progress with more challenging opportunities. I would greatly appreciate being a part of your team.

## Key Skills

Customer Service Friendly  
Microsoft Office Suites  
Petty Cash  
Pay Roll  
All Clearance Documents  
Managing Production Assistants  
Booking Travel for Crew  
Booking Hotels for Crew  
Purchase Orders  
Onboarding  
Talent Relations  
Booking Locations  
Booking Crew  
Permits  
Budget Management  
Background Casting  
Receipt Management  
Lunch Ordering  
Coordinating Activities  
Coordinating Events

## Education

The University of Southern Mississippi  
**BA- Media Production**  
HONORS- CUM LAUDE  
Google Course Certificate- Digital Marketing  
Life Insurance License-MS

## EXPERIENCE

### **Feature Films**

#### **Assistant Production Coordinator**

Cash Out 3-CO3 Productions, LLC-2025-Feature Film

#### **Background/Set Production Assistant**

The Neglected-Neglected Productions, LLC-2024-Feature Film  
Hotel Tehran- HT Productions-2024-Feature Film

#### **Casting Assistant**

I Killed My BFF-Lifetime-2015 Feature Film

### **Reality TV**

#### **Testing Manager**

Love & Marriage Huntsville-OWN-2022-2023 Season 4A

#### **Production Coordinator**

Love & Marriage Huntsville-OWN-2022-2023 Season 4B

Love In Fairhope-Hulu-2022 Season 1

Love & Marriage Huntsville-OWN-2021-2022 Seasons 3A & 3B

Married at First Sight-Lifetime-2020-2021 Seasons 12, 13, 14

Brand Reputation-YouTube-2021 Seasons 1, 2, 3

#### **Assistant Production Coordinator**

The Gospel Project-Netflix-2019 Season 1

Stranded With A Million Bucks-MTV-2016 Season 1

Kids BBQ Championships-Food Network-2015 Season 1

Bring It-Lifetime-2014-2015 Seasons 1A & 1B

#### **Producer and Release Production Assistant**

Bring It-Lifetime-2015-2016 Seasons 2A & 2B

## REFERENCES

Ian Navran  
Devyn Crawley-Wilcox  
Amber Weems  
Kristen Nothstein

Line Producer (Film)	407-694-9133
Production Supervisor	251-214-6201
Production Manager	228-861-6386
Production Coordinator (Film)	678-697-1305