


Joseph Masters

 626.710.0426

 jrmasters@gmail.com

 josephrmasters.com

EDUCATION

University of Southern California

School of Cinematic Arts
BA Media Arts + Practice
Entertainment Industry Minor
2018 - 2022
GPA: 3.95

MEMBERSHIP

Alumni Board Member

Polytechnic School
2021 - Present

Dean's List

School of Cinematic Arts
2019, 2020, 2021, 2022

Phi Beta Kappa

Honor Society
2020 - Present

Gold Scholar

USC Latinx Honor Society
2019

SKILLS

- Microsoft Office
- Adobe Creative Suite
- Project Management
- Film Production
- Story Research
- Script Coverage
- Airtable
- ID Badge Making
- Video Editing
- Photoshop

EXPERIENCE

Warner Bros. Pictures

September 2022 – Present

Production Assistant - *Joker: Folie à Deux*

- Responsibilities included a wide variety of production-related tasks, ranging from coordinating crew badge creation/distribution, answering phone calls, organizing script sides daily, fulfilling above-the-line requests, and stocking office supplies.
- Provided general support within the production office, reporting directly to the production coordinator.

Creator+

January 2022 - June 2022

Production and Development Intern

- Assisted with development tasks such as providing coverage on writer's samples and screenplays.
- Tracked submissions and creator talent using Airtable, organized archival materials, conducted location research, supported product marketing efforts, and provided other administrative support when needed.

The Kennedy Marshall Company

September 2021 - December 2021

Development Intern

- Read script submissions and provided coverage on a wide range of feature film and television screenplays.
- Other tasks included providing writer's notes and crafting creative pitches.

Trojan Marketing Group

September 2018 - May 2022

Director of Video Production

- Director responsibilities included managing and advising all video production team members, coordinating all budgeting, scheduling and physical production, as well as assisting in communication with clients.
- Guided strategy and creative in pre-production through post-production while maintaining proactive communication with other teams and strategists.

USC Football Recruiting Department

February 2019 - December 2021

Video Production Intern

- Worked as a primary video content creator for USC's football recruiting department. Responsibilities included coordinating, shooting, and editing video projects for various social channels.
- Helped establish cohesive branding and handled high-volume production for events such as signing day, official visits, and rivalry games.