

Lisa L. Santucci
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Honors: Media Services Technician Fellowship, Saint Xavier University
Leadership Scholarship, Saint Xavier University

Internship: Chicagoland Radio Information Services, Inc. CRIS Radio, Chicago, IL
Development/Public Relations Intern
◆ Performed grant research and writing
◆ Organized publicity events
◆ Produced and hosted three fifteen minute “Access Chicago” shows

Education: Saint Xavier University, School of Arts and Sciences, Chicago, IL
Bachelor of Arts: Mass Communication Minor: Art

Highlights:

Producer / Deejay WXAV Radio

- ◆ Promoted produced weekly show “Campus Update” ◆ Promoted radio concerts and listener ship

Head Photographer / Production Assistant

- ◆ Monitored office productivity, sales/appointments ◆ Consulted clients on layout, color, & design
◆ Photographed, developed, and printed photos ◆ Edited and proof clients’ ads

Technician and Audio / Visual Assistant

- ◆ Videotaped commencement ceremonies, celebrity speakers, Irish fests, and sports
◆ Coordinated film series by preparing projection equipment
◆ Edited projects and performed copystand work for slides
◆ Supervised department in absence of director
◆ Assisted with equipment inventory and maintained equipment appearance
◆ Dubbed recordings

Promotions / Publicity

- ◆ Contacted the media (television, radio, cable, newspapers)
◆ Wrote media releases and created promotional flyers
◆ Videotaped and photographed events
◆ Planned, promoted and implemented film series and celebrity appearances
◆ Produced “New Sensation” Fashion Show

Technical Skills

- ◆ AdobeSuite: Photoshop, Illustrator, Dreamweaver, InDesign, and Flash CS4-CS5
◆ Microsoft Office: Word, Power Point ◆ Advit ◆ Protools

Management

- ◆ Recruited personnel and trained associates ◆ Daily “To Do” Lists setup
◆ Maintained company’s budget ◆ Acted as company rep at conference events
◆ Organized product promotions ◆ Maintained inventory control