

Challis Lee

Richton Park, IL
708-270-3415 | marielee1204@gmail.com

PROFESSIONAL SUMMARY

Ambitious and dedicated student with a passion for filmmaking and the arts. Known for a strong work ethic, creativity, adaptability in collaborative environments, and strong writing skills. Eager to expand skills in multimedia storytelling, visual design, and project management to make meaningful contributions to creative and artistic endeavors.

LinkedIn: www.linkedin.com/in/challisleefilm

Website: <https://www.challisleefilm.com/>

SKILLS

Dependable
Self - Starter
Punctual
Ability to multitask
Scriptwriting
Video Editing
Develop Relationships
Adobe Creative Suite
Microsoft Office Suite
Organization
Digital Marketing
Project Management
Communication
Website Planning
Content Writing
Leadership
Google Applications
Attention to Detail
Research Writing
Analysis
Collaboration
Problem Solving
Content Strategy
Professionalism
Data Management
Social Media Management

EXPERIENCE

International Children's Media Center - Chicago, IL

Film Selection Committee Intern

June - August 2024

- Rate and review films
- Write film descriptions
- Curated each film into a film festival

Loyola University Chicago - Office of Rights, Responsibilities, and Conflict Resolution- Chicago, IL

Lead Conflict Resolution Liaison

August 2023 - present

- Supports students post-conduct process
- Conducts conflict resolution workshops
- Guides reflection sessions
- Manages the social media page

Staples - Frankfort, IL

Retail Sales Print Associate

May - August 2023

- Managed store front/ register
- Captured passport photos
- Aided with shipping packages

Hollywood Casino Amphitheater - Tinley Park, IL

Usher/ticket taker

May - August 2022

- Guided thousands of guests around the venue
- Resolved complaints
- Addressed inquiries

Gordon Food Service - Olympia Fields, IL

Cashier

June 2021 - May 2022

- Handled multiple types of customer transactions
- Organized items
- Assisted with the storefront in opening and closing

EDUCATION

Loyola University Chicago - School of Communication

Chicago, IL

Date of Graduation

May 2026

Major

B.A. Film & Digital Media

GPA: 3.88

Relevant Courses: Media Theory and Criticism, Intro to Audio, Intro to Video, Intro to Theatre, Digital Communication and Society, Web Design and Usability, Screen Directing, Story for Film and Television, Digital Media Ethics, Digital Foundations, Screenwriting

Rich South High School

Richton Park, IL

Date of Graduation

May 22, 2022

GPA: 4.4

Relevant Courses:

AP Seminar, AP Computer Science, Spanish (2 years), AP World History, AP Physics, AP United States History, AP English Language Composition, AP Psychology, Honors Forensics

ACTIVITIES AND AWARDS

Beta Rho Chapter of Lambda Pi Eta, The National Communication Honor Society (September 2024)

School of Communication Student Spotlight (April 2023)

Dean's List (December 2022, May 2023, December 2023, May 2024, Dec 2025)

Comic Book Club (August - December 2022, December 2023)

Leadership Scholars Program at Loyola (August 2022 - present)

Gold Honor Roll (2018, 2019, 2020, 2021)

Creative Writing (Fall 2020 - May 2022)

Broadcast Club (Spring 2021 - May 2022)

National Honor Society (Feb 2020)

Top ten of my class (2019, 2020, 2021, 2022)

Academic Hall of Fame (May 2018)

REFERENCES

Andy Wilson - Associate Vice President for Student Success, Loyola University Chicago

wwilson3@luc.edu - 7735087391

Terrell Anderson - Sales Manager at Staples

Terrell.anderson@me.com - 7087458332

Ayesha Abouelazm - Professor and Director of Loyola Chicago's Film and Digital Media Program

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