

Turner Spurlin

Office Production Assistant



Contact Info

731-988-6657
go4turner@gmail.com
Los Angeles, CA
90065

Skills

MS Office Proficient

Adobe Suite

Scenechronize

Google Drive

Organized

Cashet Proficient

Pixlr

Efficient

Python

SQL

Education

University of Alabama | Tuscaloosa,
AL | May 2017
Bachelor of Arts in Communication
Minor: Computer Science

Office Production Assistant

- **Hyper Object-** "The Menu", Feature, **April 2022**
- **Indie-** "1992", Feature, **March 2022**
- **HBO**— "Winning Time S1", Television, **April 2021- Nov 21**
Assisting in the organization of files and paperwork, making copies, using Cashet, delivering scripts, and making sides for each shoot day. Maintaining the collection of daily time sheets from each department for accounting purposes.
- **Showtime** — "Black Monday S3", Television, **March 2021**
- **Disney** — "Ultraviolet and Blue Demon" Pilot , **Feb 2020**
- **Tubescience** (Ad Agency) — Multiple Commercials, **Feb 2019**
Helping create branded content for various companies such as Adidas, Dollar Shave Club and Sunbasket.
- **Comedy Central** — "Tosh.O S9" , **Nov- May 2018**

Health & Safety Office Production Assistant

- **FX** — "Snowfall S4", **September 2020- Feb 2021**
Oversaw the purchase and transportation for show's PPE. Facilitated the distribution of PPE supplies to crew members. Created inventory and spreadsheets for tracking PPE purchases and supplies.

On Set Experience

H&S Set Monitor, Hulu— "Love Victor S2", **Feb-March 2021**

Production Assistant

- **FX** — "Reservation Dogs S1", **September 2020**
- **FX** — "A Teacher S1", **August 2020**
- **Quibi** — "Promotional Ad", **December 2019**
- **Netflix** — "I Think You Should Leave S1", **March 2019**
- **Red Hour** — "Friendsgiving" , **May 2018**
- **Comedy Central** — "Tosh.O S9", **Nov-May 2018**

On set production work that included transporting key elements of production to various locations, assembling production elements such as tables and directors chairs, locking down locations for shooting, removing debris from set.

REFERENCES

- Pamela Brown — NMA (Local 871) Pamela.Brown1@gmail.com
- Kate Turnipseed — POC (Local 871) KateTurnipseed@gmail.com
- Jillian Stein — NMA/HSM, Jillian.R.Stein@abc.com