

# NOOR SHAIKHNAG

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## EDUCATION

### A.B University of Georgia | Anticipated Graduation Year, May 2025

- **Majors:** Entertainment and Media Studies; Communication Studies
- Italy Study Abroad, Kennesaw State University *May-June 2022*
- Grady College of Journalism and Mass Communication, Los Angeles Program *June-July 2024*

## RELEVANT EXPERIENCE

### United Talent Agency x ATL Learning Series Program; Atlanta, Georgia *Oct. to March 2024 - 2025*

- Selected as one of 18 participants for the highly competitive inaugural UTA x Atlanta Learning Series, a six-month program focused on the entertainment industry, specifically agency.
- Engaged in extensive learning, networking, and industry exposure, enhancing media production and talent representation expertise.
- Connected with peers and industry leaders, gaining insights into emerging entertainment trends and the different departments within an agency.

### Talent Management Intern, ADDITION Talent Management, Los Angeles, CA *June-July 2024*

- Conducted talent scouting and recruitment by researching potential candidates and contacting prospective brands.
- Created comprehensive briefs for clients to facilitate understanding of brand partnerships and collaboration opportunities.
- Documented detailed notes during calls and meetings to ensure effective communication and follow-up actions.
- Enhanced critical thinking and adaptability skills in a dynamic and fast-paced environment

### Talent Escort, The Peabody Awards, Los Angeles, CA *June 2024*

- Assisted nominees and winners throughout the event, ensuring smooth transitions and timely appearances.
- Managed the organization of the press area, coordinating interviews and facilitating communication between talent and media

### Assistant Director, Producer, "PB&J", Athens, GA *April 2024*

- A blind date at a fancy restaurant takes an unexpected turn, leading two strangers on a whimsical adventure through a night of culinary chaos and surprising connections.
- Managed the production schedule, checked on the cast and crew, and ensured order on the set. I also handled the shoot's planning, casting, gear rental, and coordination.

## EXPERIENCE

### Brand Ambassador, American Eagle Outfitters, Douglasville, Georgia *March 2022-December 2022*

- Work alongside 8+ associates to ensure that customers are cared for while being flexible between the sales floor, cash and wrap, fitting room, and stock room.
- Build relationships with customers through styling them and being attentive to their needs.
- Assisted in product placement and visuals throughout the store, making them more appealing to customers.

## SKILLS

Multilingual ♦ Microsoft Office ♦ Adobe Premiere Pro Certified ♦ Critical Thinking