

Adrienne Ward Wheeling, WV (30 mins from Pittsburgh International Airport) 740-632-9027
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Professional Summary

Dynamic and versatile model and actress with hands-on experience in television and commercial productions. Adept at quickly adapting to various roles, including extra and stand-in positions, demonstrating reliability, enthusiasm, and strong on-set etiquette. A dedicated professional bringing experience from a successful parallel career, offering maturity, commitment, and a collaborative spirit. Willing to travel for any opportunities, even at own expense.

Acting & Modeling Experience

Television Production

- **Extra & Stand-in** | Paramount Television Series (Confidential)
 - Served as both an extra and stand-in, demonstrating flexibility, punctuality, and adaptability in a professional TV production environment.
 - Quickly adapted to direction, maintaining a professional demeanor and contributing positively to the production's workflow.

Commercial Work

- **Featured Actress** | Local Commercial – Rideshare Program
 - Featured in a regional marketing campaign, showcasing strong screen presence, expressive abilities, and effective collaboration with the production team.
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Education

- Bachelor of Science (BS) in Technical and Applied Studies
Ohio University
 - Associate of Science (AS) in General Studies
West Virginia Northern Community College
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Professional Experience

Grants Management Specialist | WorkED & Grants Clearinghouse (REMOTE, March 2024 – Present)

- Manage federal grant applications and post-award management for USDA, EDA, USDOL, and USDOE.
 - Develop and submit competitive project proposals aligned with client objectives.
 - Ensure compliance with grant guidelines, providing expert guidance on reporting and regulations.
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Skills

- Acting & Modeling
 - Set Etiquette & Professionalism
 - Adaptability & Versatility
 - Project Management
 - Grant Writing and Compliance
 - Stakeholder Engagement
 - Strong Communication Skills
 - Time Management
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Additional Interests

- Travel Enthusiast
 - Community Engagement
 - Fitness & Wellness Advocate
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References

Available upon request.