

# ELIZABETH PULOS

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## WORK HISTORY:

- 07 – **GO STUDIOS**  
Studio Manager
- Managing & Booking Studios
  - Publicity, Marketing & Copywriting
  - Client & Vendor Relations
  - Office Management, Bookkeeping & Administrative Support
- 06 – 07 **GREAT JONES PRODUCTIONS**  
Associate Producer
- Production Management (Film & Documentary)
  - Publicity & Marketing
  - Office & Online Management
  - Budget & Travel Management
- 2006 **THE ROMANN GROUP**  
Planner / Futurist
- Trend Forecasting
  - Media Planning & Creative Ad Development
- 04 – 06 **ABSTRACT ART CORPORATION**  
Manager / Title Searcher
- Gathering, Interpreting & Synthesizing Legal Documents
  - Office Management
  - Public Relations, Marketing & Copywriting
- 04 – 05 **POP SUSTAINABILITY**  
Coordinator, Pop Icon Awards
- Event & Sponsorship Planning
  - Branding & Website Conception/Content
  - Collaborated with Ad Agencies, Non-Profits, Designers & Programmers
- 01 – 06 **SPUTNIK ENTERTAINMENT, INC.**  
Producer
- Marketing & Trend Forecasting:**
- Forecasting Trends in Fashion, Art, Music, Science & Technology
  - Developing & Actualizing Creative Marketing, Branding Strategies
  - Planning & Introducing Interactive Website Design
  - Researching & Sourcing Images for Marketing Campaigns
- Journalism & Production:**
- Conceptualizing & Scripting Documentaries
  - Initiating & Conducting Video Interviews
  - Selecting Music & Video/Print Graphics
  - Synthesizing, Clarifying & Relating Complex Cultural Ideas
  - Writing, Editing, Fact-Checking & Proofreading Written Reports
- Administrative:**
- Acquiring Copyrights
  - Hiring, Training & Managing Freelance Staff
  - Budget & Travel Management

## EDUCATION:

- 99 – 01      **LASALLE COLLEGE**, Montréal  
Fashion Marketing, B.Sc. 2001
- 94 – 97      **UNIVERSITY OF CALGARY**  
Majors: Biological Sciences & English Literature
- 88 – 94      **CALGARY YOUTH ORCHESTRA**  
Principal Viola  
[Included Tours To UK, Europe, Scandinavia, Australia & New Zealand]

## NON-PROFIT:

- 03 →      **THE DIXIELAND SPACE ORCHESTRA**  
<http://www.mdhornbuckle.net/dso/>
- 01 →      **THIRSTY GIRL PRODUCTIONS**  
Production Assistant & Stylist for Various Events & Festivals  
[Including the NY Burlesque Festival]  
<http://www.thirstygirlproductions.com/>
- 06/04      **THE SAINT OF AVENUE B**, Independent Short Film  
Wardrobe Manager: Costume design, material sourcing, managing  
on-set wardrobe activities
- 08/01      **HUGO BOSS Fundraiser Fashion Show**  
Assistant Wardrobe Manager, Dresser
- 12/01      **LEVI'S SELF ENGINEERED TOUR**  
Production Assistant
- 99 – 01      **THE CAT HOUSE Rescue Centre**, Montréal
- 95 – 98      **WOMEN IN NEED Thrift Store**, Calgary

## INTERESTS & SKILLS:

Travel  
Foreign Languages & Cultures  
Fashion & Textiles  
Music & Art  
Film, Theatre & Literature  
Reiki I Practitioner  
Bilingual [English & French]  
Copyediting & Copywriting  
Mac & PC Fluent  
Quickbooks & Quicken  
Photoshop  
HTML