

ROB HOLMES

872.301.9499 rwholmes83@gmail.com

Creative and business-savvy Theater and Technical Manager with over 9 years of continuously progressive experience across the entire gamut of theater and live production. Proven track record of combining imagination, vision, improvisation, cost-saving measures, and superior problem-solving abilities along with leadership and management skills that enhance and significantly improve upon previous business models.

SKILLS

Project & Event Management | Drafting & Carpentry | Team Building & Leadership | Scheduling & Coordination | Adobe CC Suite | Google & MS Office Suite | Theatrical Lighting & Sound | Voiceover | Creative & Sketch Writing

EXPERIENCE

SevenVenues (Norfolk Scope & Harrison Opera House), Norfolk, VA — *Carpenter / Stagehand*

NOVEMBER 2017 - JULY 2018

- Brought on specifically for special projects at both the Norfolk Scope & Harrison Opera House.
- Load-in & set-up for large-scale concerts & sporting events for the Norfolk Scope.
- Carpenter for special events at the Norfolk Scope.
- Stagehand & Carpenter for Operas & rentals at Harrison Opera House.

ArcLight Cinemas, Chicago, IL — *Operations Manager / Projection Manager*

APRIL 2017 - OCTOBER 2017

- Led a crew of 50+ at a 14 screen first run Movie Theater that screened over 100 showings a day. Seating in the theaters varied from 58 – 265 seats.
- In charge of special screening events, which included partnering with the 'Harold Ramis Film School' at Second City.
- Oversaw concessions, a kitchen, large bar, & projection on a daily basis.
- Cash handling & daily reporting for the entire theater including payroll, food & beverage, and ticket sales.
- Head of Projection for the theaters. This included purchasing and replacing lamps for the projectors, programming for all of the theaters, and any troubleshooting & repairs that would occur.

The Second City Training Center, Chicago, IL — *Technical Manager / Technical Director*

MARCH 2013 - SEPTEMBER 2016

- Hired, managed, and scheduled Interns, Box Office Staff & House Managers for all Training Center Theaters as well as for the Training Center Class Performances on the Mainstage and ETC Stages.
- Processed payroll and accounting for all theater staff and rentals.
- Prepared the annual technical budget for Training Center Theaters
- Designed and rebuilt Donny's Skybox Theater and Light Booth & De Maat Studio Theater, as well as, a custom scene shop to keep design, construction, and repairs in-house, thereby removing outside contractors.
- Implemented cost-saving creative and technical design strategies and solutions saving the company on an average of \$30,000 per year.

The Second City Training Center, Chicago, IL — *Interim Theater Manager*

MAY 2015 - NOVEMBER 2015

- Stepped in when the previous Theater Manager left, making sure all duties were performed consistently and efficiently on top of the duties of Technical Manager.
- Oversaw the entire Training Center Theater staff and crew during the Second City fire of August 2015, coordinating with other theaters to ensure that no performances were canceled during the repair period.

The Second City Training Center, Chicago, IL — *Assistant Theater Manager / Production Coordinator*

MAY 2010 - MARCH 2013

- House Managed all live performances within the Training Center.
- Produced all of the Training Center rentals and class shows, which totaled over 40 performances a week.
- Created & updated marketing materials, and conducted marketing meetings with all rentals and classes.
- Recorded and edited all Training Center shows for online distribution.
- Built all shows and class performances for both the Training Center website and ticketing systems.
- Designed & created show art for Training Center performances.

Holmes Enterprises International Inc., Virginia Beach, VA — *Private Investigator / Research Assistant*

JANUARY 2001 - JULY 2009; MARCH 2018 - PRESENT

- Performed due diligence investigations, surveillance, record checks, computer database analysis, and research and development projects.
- Interacted with high profile clients (Former Special Agents of the FBI, Motion Picture Association of America, Recording Industry Association of America, New Scotland Yard Officials, Global Open Ltd UK, US Prosecutors, Law Enforcement Officers, and Corporate Executives).
- Provided on-site technical assistance and counseling resulting in successful litigation concerning counterfeiting and piracy matters in connection with the MPAA and RIAA.
- Wrote in-depth research reports for clients.

EDUCATION

Virginia Tech, Blacksburg, VA — *Bachelor of Arts, Major: Theatre Arts, Minor: English*

AUGUST 2001 - MAY 2005

- Political Science Study Abroad - Virginia Tech Satellite Campus (Riva San Vitale, Switzerland): January 2005 - May 2005

Second City Training Center, Chicago, IL — *Improv Conservatory Program & Music Program*

OCTOBER 2008 - MARCH 2012

- Improv Conservatory Program Graduate
- Music Improv Conservatory Program Graduate
- Writing Program | Dramatic Improv | Satirical Musical

AWARDS

Finalist (Screenplay) - 2018 South Carolina Underground Film Festival, 'Everything Evil'

Finalist (Screenplay) - 2018 Crimson Screen Horror Film Fest, 'Everything Evil'

Semi-Finalist (Screenplay) - 2018 GenreBlast IV Film Fest, 'Everything Evil'