

TONGWA (GABRIELLA) A. AKA

Email: gabriellaaka@gmail.com **Cell:** 202-749-6803 **Word press:** iamakanji.com

SUMMARY

Television programmer experienced in TV and radio production. Proficient in Adobe creative suite, Final Cut Pro, and Compressor, among other editing and software. Familiar with social media tracking softwares like Klout, Buffer and Hootsuite. Excellent interpersonal communication gained through management and sales experience. Avid blogger and amateur poet and photographer. Detail oriented and results driven, with extended community outreach and volunteer experience.

SKILLS

- Broadcasting
 - TV Program Scheduling
 - Audio/Video Production
 - Writing/Blogging
 - English/French/Pidgin(Cameroon)
 - Website Building/maintaining (Wordpress)
 - Digital Video Operations
 - Advertising
 - Social Media Analytics/Evaluation
 - Business self-starter
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EXPERIENCE

Freelance Programming Associate

Jan. 2017 - Present

Engage Network (Baltimore City Public Access Channel)

- Create daily schedules for broadcast on Engage Network using Tightrope Media Systems(Cablecast)
- Complete monthly data reports for channel progress evaluation
- Organize and categorize new content for air on Engage Network
- Manage day-to-day correspondence with over 50 show producers
- Research broadcast patterns to enhance viewership and promote new content
- Inform and train producers on video data submission procedures and setting/formatting
- Collect agreement documentation for audit

Freelance Production Intern

Nov. 2016 - Present

Charm TV Baltimore (Mayor's Office of Cable and Communications)

- Edit video and audio
- Write promo scripts for various shows
- Create media content from interviews, video and audio and b-roll for publishing
- Technical Director for live broadcasts of Mayor's meetings (Board of Estimate, Zoning, etc),
- Assist with taping MTA *Commuter Connections* TV show.
- Capture video and audio during events (e.g. Baltimore Mayor's Inauguration)

Digital Live Operations Assistant

Aug. 2016 – Feb. 2018

Oath/Verizon – ESPN live

- Broadcast live sporting events nationally and internationally
- Capture Video On Demand for millions of online consumers
- Insert commercial breaks into live programming
- Communicate all related video issues with ESPN MCR
- Broadcast live events on Go90

Student Reporter**Sept. – Dec. 2015**WMUC FM Radio, *Terp Weekly Edition*, College Park, MD

- Researched diverse topics for weekly news report
- Wrote scripts on deadline
- Edited sound packages for on air broadcasts
- Prepared show rundowns and web pieces pre-production

Television Production Intern**May – Sept. 2015**PBS *To The Contrary*, Washington, DC

- Conducted weekly interviews with guest panelists
- Wrote scripts read on air read by show moderator; Bonnie Erbé
- Edited packages aired during show segments
- Created weekly press releases and show listings
- Researched and pitched story ideas to the executive producer
- Prepared set for weekly show taping (Q&As, supplementary reading, news updates, prompter prep, etc.)

EDUCATION**University of Maryland, College Park****Dec. 2015**

- BA, Broadcast Journalism with French Minor

Prince George's Community College, Largo**Aug. 2013**

- AA, Public Relations and Journalism