

David Benedict

david@pointsingularity.net
326 Nelson St SW Unit 410
Atlanta, GA 30313
678-362-7649

Work Experience

Georgia Aquarium

Duration: July 2009 – Present

Position: Assistant Manager, Interpretive Programs

Duties and Accomplishments: Supervision of Team Specialist staff; Sleepover program

- Supervision, evaluation, and growth of Team Specialists including monitoring developmental needs, scheduling training accordingly, and giving feedback (positive and corrective).
- Sleepover program
 - Tracking, preparing, and organizing sleepover program for 3-12 events per month.
 - Scheduling, training, and supervising a specialized crew of 15-20 staff for the program.
 - Tracking budget for staff and supplies for a program earning over \$500,000 revenue per year.
- Scheduling staff and processing payroll
 - Managing the scheduling of 70+ employees.
 - Monitoring developmental needs and scheduling training accordingly.
 - Managing all aspects of payroll processing, including time off requests, for a department with a yearly budget of roughly \$900,000.
- Recruitment
 - Facilitating the screening, interviewing, and selection of up to 60+ job applicants per year.
 - Managing the Interpretive Programs Intern program by evaluating and selecting applicants.
- Coordinating with various other departments to enhance programs, maintain the highest standards of customer service, and meet guest expectations.
- In the absence of other managers
 - Administering all aspects of Birthday Parties, Proposals, and Tour programs.
 - Responding to guest inquiries for all of the above.
 - Monitoring and administering all narration programs.

Georgia Aquarium

Duration: May 2006 – July 2009

Position: Team Specialist, Guest Programs

Duties and Accomplishments: Enhancing the guest experience:

- Possessing a working knowledge of dozens of species and conservation efforts.
- Acting as Gallery Captain by coordinating assignments and breaks of up to 8 positions on a shift.
- Assorted presentations, including narration of individual exhibits, a variety of tours, and one-on-one discussions with guests about conservation issues and general animal facts.

Corporate Resource Development

Duration: March 2003 – 2006

Duties and Accomplishments: Assisting the Director of Marketing with special projects on a freelance basis.

- Transcribing telephone interviews and speeches.
- Management of potential sales leads and creation of sales presentations.
- Software consulting.

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Atlanta Radio Theatre Company

Duration: July 1995 – Present

Duties and Accomplishments: Serving as Vice President/Executive Producer and Marketing Director. ARTC is a 501(c)(3) non-profit that produces original audio drama. Contract/Freelance/Project-based position.

- Creating, managing, and implementing marketing and distribution strategies for product on CD and downloadable content.
 - Writing press releases and serving as spokesman for the company to local and national channels.
 - Licensing a growing library of content to various downloadable distributors.
 - Coordinating and publishing of a monthly podcast and monthly e-newsletter.
 - Managing the overall brand of the company through print, online channels, and social media.
 - Coordinating the promotion of live performances through various channels for venues ranging in size from 100 seats to 2000 seats.
 - Production.
 - Managing all aspects of the production of 6+ live productions per year with cast and crew sizes up to 30+ individuals involved in acting, Foley sound effect creation, audio engineering, general soundscaping, and directing.
 - Coordinating necessary resources for the production of 1-3 studio productions per year.
 - Paving the way for new producers by authoring the “Producer’s Checklist”, detailing unique challenges and opportunities for new producers of Audio Drama.
 - Sound design for both studio recordings and live performances.
 - Quality control of all performance related aspects of the company.
 - Coordinating the creation and re-launch of the ARTC.org website with the UGA Master of Internet Technology Program. The site was completed by graduate students in Wordpress, which I now maintain.
 - Implementation of the “Partners in Imagination” program, a series of fundraisers for other local non-profit groups. Average fundraising for other groups: \$200-\$300 per year.
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Cole Henderson Drake

Duration: July 2004 – December 2004

Duties and Accomplishments: Internship Account Executive for the Wendy’s “High School Heisman” program. The program is designed to reward high school students for achievements in academics, athletics, and citizenship through scholarships and awards to the school.

- Successfully implemented promotions during the nomination and recognition phases of the program in the Southeast region, including working with franchisees to determine their level of participation.
- Coordinated with Graphics and Production departments to produce collateral associated with the program including posters, brochures, postcards, and follow-up letters.
- Planned and executed the recognition banquet for State Finalists for Georgia. Event held at the 755 Club, Turner Field.
- Allocated costs to franchisee based on level of participation, number of stores, and cost of each phase of the program via a custom-created Excel spreadsheet that tracked the number of stores in each market, number of schools in each market, and whether the franchisee chose to participate.

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Skills and Knowledge Base

- BBA, Marketing 3.36 GPA – Georgia State University, Atlanta, GA.

Superior computer skills:

- MS Office
 - Word, Excel, Outlook (Advanced)
 - Access and PowerPoint (Intermediate)
- Graphics
 - Photoshop (Intermediate)
 - Illustrator (Beginner)
 - InDesign (Beginner)
 - Lightroom (Beginner)
- Digital Audio
 - Sony Sound Forge (Intermediate)
 - Sony Vegas (Intermediate)
- Web authoring
 - Adobe Dreamweaver (Intermediate)
 - Wordpress (Intermediate)
- Social Media
 - Facebook
 - Twitter
 - LinkedIn
 - Flickr
- Detail-oriented organizational skills; personal time management and supervisory skills.
- Work well in teams or individually; Self-starter.
- Well-developed problem solving skills; constantly seeking new and creative ways of finishing tasks.
- Amateur photography – DSLR and point-and-shoot. Working knowledge of Adobe Lightroom.
- Creative writing. Material to bridge between scripts, individual scripts of my own, and yearly participation in National Novel Writing Month.