

FAHAD MINHAJ

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773.865.2910

EDUCATION

Columbia College - Bachelor of Arts – Film & Video

Expected Graduation: December 2011

FILM EXPERIENCE

Band Bajaoo – Web show (2009-10)

Editor

Jeevan By Kamijee– Music video (2010)

Editor/Assistant Director

Chaina By Tarzz – Music video (2008)

Editor

Tere Bina By Fahad Ahmed – Music video (2008)

Editor

Khuda kay liye” aka “In the name of GOD – Feature film (2007)

1st Assistant Director

Kuriyaan By Tarzz– Music video (2007)

Editor (Unaccredited)

Fork in Chopsticks – Short film (2007)

Editor

Over 6 years of experience with shooting on film/HD, editing shorts and music videos

SKILLS

- Final Cut Studio (Final Cut Pro 7, DVD Studio Pro 4, Compressor 3.5, Color 1.5 & Sound Track Pro 3)
- Adobe Creative Suite 5 (Photoshop, Dream weaver, After Effects, Premier Pro & Illustrator)
- Experience in Computer Networking Windows Server 2003
- Hardware and Software troubleshooting on both Mac & PC
- Microsoft Office (MS Word, Excel, Power Point & Front Page)
- Proficient in data entry, appointment setting, and organizing critical files and information in an orderly manner
- Fluent in English (both American and British), Urdu, Punjabi, Hindi and Pashto

EQUIPMENT OWNED

- Sony NX5- NXCAM camcorder
- Nikon D7000 DSLR camera
- Glidecam 2000 Pro
- Davis & Sanford Tripod with fluid head
- Shoulder mount for DSLR and HD camcorder
- Apple based editing system equipped with FCP 7 & Adobe CS5
- PC Based editing system equipped with Adobe CS5
- Apple based mobile editing system

WORK EXPERIENCE

Muqet Enterprise DBA Daysha’s Kalamazoo, Michigan

Assistant Manager/owner

July 2007 – Present

- Manage opening and closing procedures of the store. Reconcile cash registers at closing
- Assist customers and vendors with requests and deliveries
- Organize and delegate assignments to employees. Manage employee hours and payroll
- Determine methods to increase the store sales and introduce new products to the management

Office Mart Chicago, Illinois

Head Technician

January 2003- April 2007

- Assisted clients with computer issues such as troubleshooting and installation for computer software and hardware
- Managed orders for and built custom computer for clients and conducted inventory count.