



# Doris Bardales

Represented by **The NWT Group**

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<https://NWTgroup.com/client/dorisbardales>

## Skills and Certifications

- Fluent in Spanish and English (written & spoken), iNews, Donovan, MediaOcean, Adobe Premiere, Telemetrics Robotic Camera, Xpression, Microsoft Office, Audacity
- 6-week Adobe Premiere editing software course
- Production Certification Course - MNN January 2014
- Completed 8 month production course and became a certified producer at MNN
- Learned to operate Sony HXR camera and worked with green screens, sound and lighting
- Learned best practices in assembling equipment for live scenes in a fast paced environment
- Took a 6-week Final Cut Pro editing course

## Education

City University of New York  
Queens College  
2011


Bachelor of Arts, Media Studies  
(Concentration in Journalism)

## Affiliations

- NAHJ (National Association of Hispanic Journalists)
- IBREA
- Las Comadres
- NYRR (New York Road Runners)
- DPHIE (Delta Phi Epsilon)

## Social Media

 DeBardales

 @DorisBardales

## EXPERIENCE

### NY1 Noticias, New York, NY

MMJ

June 2019 – Present

### Manhattan Neighborhood Network Production Studio

Dec 2016 – June 2019

**Producer/Content Creator**

- Produce and host lifestyle segment, “Conectate Con Nosotras,” a 28-minute show focused to empower the next generation of Latina women
- Write script for teleprompter, curate assets for run-of-show, shoot b-roll with Canon DSLR, record audio with Rhode microphone and edit show using Adobe Premiere
- Book, prepare and interview guests for in studio and Skype interviews
- Create promos, teasers and scheduled posts for both FB & IG

Dec 2016 – June 2019

**Floor Manager**

- Volunteer as floor manager for the live show “Punto de Vista,” working between host and control room to manage timing, asset inclusion and incoming calls from viewers
- Frame camera shots on main camera and Telemetrics robotic camera

### Cielo Gala 2017 & LULAC Gala

May 2017 & June 2018

**Production Assistant**

- Worked alongside Executive Producers in managing the entire run-of-show and after-party
- Acted as main point of contact for hosts, honorees, speakers and entertainers in a fast paced environment
- Helped to build key relationships for business development purposes

### IBREA Foundation/BrainWorld Magazine

Aug 2016 – Nov 2016

**Project Coordinator/Marketing**

- Worked closely with public officials and government institutions in the US and El Salvador to coordinate international humanitarian efforts on behalf of executive leadership at IBREA
- Spearheaded business development efforts for BrainWorld Magazine, which included creating and managing a book of business and documenting all stages of outreach using Excel
- Initiated outreach efforts to re-engage inactive subscribers and sent monthly newsletters using MailChimp
- Translated at The UN and traveled to El Salvador to help pioneer IBREA's flagship project focused on holistic wellness in underdeveloped countries, and instructed classes of up to 100 people

### Estrella TV

March 2014 – Aug 2016

**Network Ad/Local Spot TV Coordinator**

- Managed posts, deliveries, allocations, invoices, make goods and program changes for over 40 well-known brands and agencies
- Ensured good communication and smooth workflow between advertisers, planners, and production team