

Norbert THOMAS BS, MA, DMC-D/T/E, KCD

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OBJECTIVE:

Utilization of my education in Communications, my experience in Multi-Media System Design, Broadcast Production, and Training and Teaching.

PROFESSIONAL ACCOMPLISHMENTS:

1992	Best Male Actor Nominee 1983 – JCDC, School’s Drama Festival	JCDC Photographic award recipient
1997	WMBM Spirit Award Nominee for work in media	
2001	College President’s Award for outstanding performance	
2007	Crestron’s training for ‘Essentials of Crestron Programming’.	
2007	Crestron’s training for ‘Programming with System Builder’.	
2007	Videoconferencing Site Coordinator certification with Ohio Supercomputer Center.	
2010	INFOCOMM certificates in various aspects of AV technology	
2010	Crestron’s Industry certification as DMC-D/T/E (Digital Media Certified)	
2017	Certificate of Completion in Project Management Workshop.	

ACQUIRED SKILLS:

Digital/traditional Photography; Darkroom/daylight color and B/W Processing; Media 100; Avid; Final Cut; ProTools; Cool Edit; Photoshop; Illustrator; Quark Express; PageMaker; Publisher; PC/MAC literate; Microsoft Office Suite; stage/screen Actor; In-depth knowledge of advanced electronic principles and circuit analysis; Ability to trace signal flow, understand interrelationships of circuits, interpret waveforms and voltages.

EXPERIENCE:

04/2007 – Present

Coordinator, Classroom Technology Jim Krailler (513) 569-1612 Cincinnati, OH
[Cincinnati State Technical & Community College](#)

Provides support for the use of multimedia equipment and facilities. Actively promotes, fosters and supports the successful use of appropriate multimedia presentation systems, Video Teleconferencing systems, and other instructional technologies for teaching and learning. Coordinates inventory, maintenance and repair of installed multimedia systems. Train users on the operation of installed systems and multimedia equipment.

1/2005 – Used as needed

Adjunct Professor
[University of Cincinnati](#) H. Michael Sanders (513) 745-5717 Cincinnati, OH
[Northern Kentucky University](#) Chris Strobel (859) 572-5436 Highland Heights, KY
[Brown Mackie College](#) Fred Ranney (513) 703-3306 Cincinnati, OH
[The Art Institute of Ohio - Cincinnati](#) Mark Harris – 513-312-7266 Cincinnati, OH

Teaches the following classes: Documentary (DMP308), Short Form Production(DMP312), Fundamentals of Lighting(DMP230), Effective Public Speaking (CM1200), Television Production II (RTV 305), Television News Production (EMDT-291-901)

10/2004 – 8/2006

Flight Crew Scheduler
[Comair Inc. \(Delta Connections\)](#) Debra Cox. (859) 767-2550 Erlanger, Kentucky

Coordinates flight crew schedules according to crew availability and legality, mechanical requirements, weather disruptions, customs requests, and FAA regulations. Posse’s excellent knowledge of, and the ability to interpret and explain all areas of the FAR contract, the IBT contract, the ALPA contract and Pilot/FA working agreements. Demonstrates excellent analytical and problem solving skills, with the ability to multi-task, prioritize tasks based on operational urgency and performs under tight deadlines and extreme pressure.

- Produced the In-flight Recurrent Web-based training and wrote the foreword and introduction.
- Designed the Flight Ops Recurrent Ground training CD ROM.

Customer Service Agent - Ramp

Maintain and strive to exceed customer services standards and ensure customer satisfaction. Performs both public and non-public contact positions, which may include passenger check-in and ticketing.

- Collection, sorting, dispatching, loading and unloading of luggage.
- Marshalling, fueling, stocking, cleaning and push back of aircraft

11/2003 – 8/2004

Education Director Aiman Khayo. (513) 271-6060 Cincinnati, OH
[The Ohio Center for Broadcasting](#)

Ensure and supervise the smooth and accurate implementation of the state approved curriculum on a daily basis.

Supervise and direct students, instructors and instructor assistants. Editor-In-Chief and publisher of the school's monthly news 'E'-letter using various layout and graphic design software for internet and electronic distribution.

- Prepare daily student attendance, lab use report, Lesson plans, class rosters and Instructor's schedules
- Create new and update existing technical training materials
- Hire and train new and existing instructors

2/1999 - 10/2003

TV Producer / Instructor

[Michael Colacurto](#) (305) 237-1367

Miami, FL

[Miami Dade College](#)

Produce the department's advertising, promotional and marketing materials for Television, Radio, Print and Internet.

Instruct students in various classes in Film Production, Radio/TV Broadcast Production and Graphic Arts utilizing various methods of lecture and demonstration. Manage the operations of a Broadcast television studio, 7 Sony Beta SP edit suites, a 30-station networked Avid suite, 2 Media 100 suites and a 30-station networked Final Cut Pro.

- Negotiated a \$90,000.00 gift for the school (Grass Valley 301A Video Switcher) and oversee its installation
- Negotiated a partnership with AMC Theaters and the School of Entertainment Technologies

2/1998 - 12/1998

Production Director

[New Birth Broadcasting Corp.](#)

[E. Claudette Freeman](#) (305) 672-1100

Miami, Florida

Produce all promos, jingles, commercials and programs for the station's (**WMBM AM 1490**) image and clients. Conduct and oversee all studio recordings. Install, configure and operate all equipment for live remote broadcasts. Train staff members in production techniques.

- Boosted the stations ratings with more exciting and modern commercial productions
- Increased the stations visibility with better quality remote broadcasts

9/1995 - 12/1998

Director of Production & Training

[New Birth Baptist Church](#)

[Victor T. Curry](#) (305) 685-3700

Miami, Florida

Researched, wrote, designed and produced promotional brochures for the Department. Developed training materials and conduct classes in video production. Senior Producer/Director for the weekly half hour and 1 hour TV (**NBBC-TV**) broadcasts. Supervised the Internet streaming activities of all televised recordings. Produced annual Easter production.

- Increased viewer ship with a totally new and exciting redesigned half hour and subsequently 1 hour show
- Nominated for a Spirit Award for work in media

1/1996 - 3/1997

ENG News Editor / Coordinator

[Sunbeam Corp. WSVN CH7-Fox](#)

[Lewis Pimienta](#) (305) 751-6692

Miami, Florida

Edit video footage to script supplied by news writers. Operate Beta SP machines, multi channel audio mixers, CG's, video switchers, DVE's. Coordinate & assign editors to different news stories. Supervise the operations for telecast in the fast paced, deadline driven tape center and feed bay by strategic staffing to meet all deadlines.

- Assigned as new recruit trainer

1/1990 - 12/1993

Producer/Writer/Director/Anchor/Editor

[Mediamix LTD. / CVM-TV](#)

[Lenny Little White](#) (876) 968-3413-4 / 931-9400/3

Kingston, Jamaica

[JIS - TV](#)

[Winsome Vanhorne](#) (876) 926-3740

Kingston, Jamaica

Prepare and allocate budgets for productions. Coordinates various aspects of production such as script writing, audio, camera work, music, etc. Research, write copy and produce magazine style shows, news, commercials, documentaries, PSA's, promos, and dramatic presentations. Technical Director. Creative editor.

- First Technical Director for newscast with the new TV station, CVM-TV.
- First in house Anchor/Presenter for JIS-TV

1/1988 - 12/1989

Kingston, Jamaica

Custom Color/BW Printer & Studio Manager

Stanley Motta Labs (Contract)

Operate Manual/Computerized printing machines. Prepare and monitor various chemicals involved in the processing. Operate in-house photo studio. Conduct calibrating maintenance procedures on day labs and Customer Service Rep.

EDUCATION:

2003 MA, Mass Communications

[Almeda University](#)

2002 BS, Communications

[Almeda University](#)

1992 Computer Systems Applications

[University of the West Indies](#)

1991 TV production & Directing

[Creative Production & Training Center](#)

1991 Voice & Speech for media and platform

[Creative Production & Training Center](#)

1987 Elements of Photography

[New York Institute of Photography](#)