
Jake Jolley

Director of Operations

Production Manager

Project Manager

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EXPERIENCE

Digital Dynamite, Vacaville CA - *Director of Operations*

February 2022 - PRESENT

- Manage & execute all day-to-day operations
- Budget planning for events, as well as operational expenses
- Payroll preparation, Labor management & Scheduling
- Perform as a Project & Production Manager for all events
- Implementation & management of inventory & staffing systems
- Perform all IT related duties, including end device management
- Scouting, interviewing & hiring of new employees
- Manage warehouse, assist in preparing & loading equipment
- Complete conceptual & structural CAD plan sets for each event
- Complete production advancing with applicable clients & talent
- Client & Partner networking & sales
- Equipment scouting, demo, and purchasing

Digital Dynamite, Vacaville CA - *Technical Supervisor*

May 2021 - February 2022

- Perform as a supervisor for all events
- Manage inventory systems & staffing systems
- Assist Project Managers in executing show processes
- Manage warehouse, assist in preparing & loading equipment

Digital Dynamite, Vacaville CA - *Production Tech, Intern*

July 2015 - May 2021

- Manage warehouse, assist in preparing & loading equipment
- Perform all required job functions on event sites.
- Complete upkeep & repair of equipment

California Institute of the Arts, Valencia CA - *Master Electrician, Lighting Lab Manager (Student Employee)*

September 2018 - May 2021

- Manage students' use of lighting spaces, scheduling & upkeep.
- Perform as Master Electrician for all assigned shows.

StageForce Productions, Los Angeles CA - *Master Electrician, Rigger*

July 2015 - May 2021

- Perform various electrician, and rigging roles as required for out-contracted events & installations as required.

UCLA - School of Music, Los Angeles CA - *Lighting Director*

September 2019 - February 2020

- Upkeep installed lighting rig, busk lighting for shows as needed.

Lincoln Theater, Yountville CA - *Master Electrician, Rigger, Stage Tech, Lighting Director*

June 2015 - September 2017

- Perform various electrician, lighting, rigging, audio, and stage hand roles as required.

EDUCATION

California Institute of the Arts, Valencia CA

Fall 2017 - Spring 2021

BFA Design & Production

Specializations in Lighting Design, Electrics, and Production Management

Justin-Siena High School, Napa CA

Fall 2013 - Spring 2017

AWARDS & CERTIFICATIONS

Vectorworks 2024 Professional Certification

Forklift Certified

Boom Lift Certified

Scissor Lift Certified

KNOWN SOFTWARES

Vectorworks Spotlight 2018-2024 (Advanced)
Spotlight VISION (Intermediate)
ProductionAssist (Intermediate)
Lightwright6 (Intermediate)
WYSIWYG R47(Advanced)
Sketchup Pro (Intermediate)
GrandMA2 (Intermediate)
Chamsys MagicQ (Intermediate)
Chamsys QuickQ (Intermediate)
ETC EOS (Intermediate)
Adobe Photoshop (Advanced)
Adobe Illustrator (Advanced)
Adobe Lightroom Classic (Advanced)
Adobe Premiere Pro (Advanced)
Arkaos Media Master (Advanced)
JBL Venue Synthesis (Advanced)
JBL Performance Manager (Advanced)
Autodesk Fusion 360 (Advanced)
Autodesk Revit (Intermediate)
NovaStar SmartLCT (Advanced)
NovaStar NovaLCT (Advanced)
WirelessWorkbench6 (Intermediate)
Flex5 Rental Management (Advanced)
Lasso Staffing (Advanced)
Google Sheets (Advanced)
Google Docs (Advanced)
Motorola CPS 2.0 (Intermediate)

SKILLS

Electrical Wiring & Systems
(High Voltage)
- (Install & Temporary)
Electrical Wiring & Systems
(Low Voltage)
- (Install & Temporary)
Electronics Repair
Forklift Certified
Boom Lift Certified
Scissor Lift Certified
Production Management
Lighting Design
Lighting Programing
Labor Management
Client Communication
Problem Solving
Radio Programming
Layer 2 & 3 Networking

WORK CREDITS

Bottlerock <i>JamPad (2024)</i> Project Manager Lighting, Audio, Video	Hollywood Legends <i>Private Event (2024)</i> Production Manager Project Manager Lighting, Video	Shasta College <i>Graduation (2024)</i> Production Manager Project Manager Audio, Video, Staging	Mavericks <i>Surf Awards (2024)</i> Production Manager Project Manager Lighting, Audio, Video
Pacific Union College <i>A/V Install (2024)</i> Project Manager Audio, Video, Lighting, Automation, Broadcast	Mavericks <i>Festival (2023)</i> Production Manager Project Manager Audio, Video, Lighting, Staging, Power Distribution, IT	Fortinet Championship <i>Concerts (2023)</i> Production Manager Project Manager Audio, Video, Lighting Staging, IMAG	Sabor Ritmo <i>Concert (2023)</i> Production Manager Project Manager Audio, Video, Lighting Staging, IMAG
Savor After Hours <i>Residency (2023)</i> Lighting Director Lighting	Creekwalk <i>Concert Series (2023)</i> Project Manager Audio	Blue Note Jazz Festival <i>Festival (2023)</i> Production Manager Project Manager Audio, Video, Lighting, IMAG	Napa 4th of July <i>Concert (2023)</i> Project Manager Audio, Lighting, Power Distribution
Vacaville 4th of July <i>Concert (2023)</i> Project Manager Audio	Smashing Pumpkins <i>Bottlerock (2023)</i> Lighting Director Lighting	Bottlerock <i>JamPad (2023)</i> Project Manager Lighting, Audio, Video	Shasta College <i>Graduation (2023)</i> Production Manager Project Manager Audio, Video, Staging
Emerald Cup Awards <i>Awards & Concert (2023)</i> Production Manager Project Manager Audio, Lighting, Video	Memcon 2023 <i>Convention (2023)</i> Production Manager Project Manager Audio, Video,	Mavericks <i>Festival (2022)</i> Production Manager Project Manager Audio, Video, Lighting, Staging, Power Distribution	Creekwalk <i>Concert Series (2022)</i> Project Manager Audio
Walk the Moon <i>Skywalker Ranch (2022)</i> Production Manager Project Manager Audio, Lighting, Staging	Six Flags <i>Event (2022)</i> Production Manager Project Manager Audio, Video, Lighting, Staging	Shasta College <i>Graduation (2022)</i> Production Manager Project Manager Audio, Video, Staging	Six Flags <i>Drag Event (2021)</i> Technical Supervisor Audio, Video, Lighting, Staging
Greg Porter	Farnsworth Dance	Vacaville Christian	Mondo Cozmo

Install (2021)
Project Designer
Project Manager
Audio, Lighting, Video

Dance Show(2021)
Technical Supervisor
Audio, Staging

Graduation (2021)
Technical Supervisor
Audio, Staging

Private Event (2021)
Ast. Project Manager
Audio, Lighting, Staging

Shasta College
Graduation (2021)
Technical Supervisor
Audio, Video, Staging

New Years Event
Scientology (2020)
Master Electrician
Lighting

Greg Porter
Wedding (2020)
Technical Supervisor
Audio, Video, Staging,
Lighting

Hamilton
Pantages (2020)
Intern ALD
Lighting

Ryan Wistritch
Install (2020)
Technician
Automation Install

Greg Porter
Install(2020)
Technician,
Electrician
Audio, Lighting, Video

CalArts Graduation
Graduation (2020)
Master Electrician
Lead Rigger
Lighting, Staging, Video

UCLA (SoM)
Dance Show (2020)
Lighting Director
Lighting

UCLA (SoM)
Orchestra (2020)
Lighting Director
Lighting

Puppet Up
Jim Henson Studios
(2020)
Electrician
Technician
Lighting, Staging

CalArts Theater
Oedipus the King
(2020)
Master Electrician
Lighting

The Grove LA
Holiday Lighting (2019)
Electrician
Lighting

The Americana LA
Holiday Lighting (2019)
Electrician
Lighting

CalArts Theater
King Lear (2019)
Master Electrician
Lighting

CalArts Halloween
Party (2019)
Master Electrician
Lead Rigger
Lighting, Staging

CalArts DRAG
Party (2019)
Electrician
Lighting, Staging

Scientology
Premier (2019)
Electrician
Lighting

CalArts Concert
Welcoming Concert
(2019)
Electrician
Lighting, Staging

CalArts Theater
Black Like Me (2019)
Master Electrician
Lighting

Odesza
Concert (2019)
Electrician
Lighting

NOTABLE ACTS

The Smashing Pumpkins

Brothers Osborne

Stone Temple Pilots

LIVE

The Beaches

Michael Franti

Skylar Grey

Black Pumas

Jimmy Eat World

Milky Chance

The Alive

Fantastic Negrito

Mondo Cozmo

Walk the Moon

Matt Nathanson

The Avett Brothers

Nas

Warren G

Jax

Robert Glasper

Iration

CHVRCHES

Rose Royce

Coast Tribe

The Expendables

Mary J. Blige

Con Funk Shun

Mac Saturn

The Struts

The Takes

She Say She

Cold War Kids

Stephen Sanchez

Charles Kelly

John Legend

NxWorries

Dave Chappell

Chance the Rapper

George Clinton