

LEIGH COSTA

LOS ANGELES BASED

EDUCATION

BACHELOR OF SCIENCE, DOUBLE
MAJORS IN MOTION PICTURES &
PSYCHOLOGY

UNIVERSITY OF MIAMI | 2013 - 2017
GPA: 3.9 MAGNA CUM LAUDE

CONTACT

(203) 216-3414

LEIGHCOSTA18@GMAIL.COM

CURRENT EMPLOYMENT

EXECUTIVE ASSISTANT TO SAM MAYDEW
SILVER LINING ENTERTAINMENT | JUNE 2021 - PRESENT

- Roll calls, schedule meetings, take notes, arrange travel.
- Directly support clients: handle all press requests, live appearances, manage schedules, coordinate payments, as well as advise & assist them with their creative projects.
- Script coverage.
- Assist Sam with the current projects he is developing & producing.
- Handle all material submissions as well as track projects.

WRITING SAMPLES

Original Pilot: *A Bit Fishy* (Finalist, *The Golden Script Competition 2021*, *Second Rounder*, *Austin Film Festival 2021*, *Quarterfinalist*, *WeScreenplay TV Contest 2022*, *Quarterfinalist*, *ScreenCraft TV Pilot Script Competition 2021*)

Feature Screenplays: *The Borkowskis* (Semifinalist, *WeScreenplay Feature Contest 2022*, *Second Rounder*, *Austin Film Festival 2021*, *Semifinalist*, *Filmmatic - Inroads Fellowship Season 4*), *Sugar Honey Ice Tea*

Shorts: *Letter To My Boobs*

Spec Scripts: *Bob's Burgers* (Finalist, *Austin Film Festival 2021*, *#15 on Coverfly's Animated Red List*), *Lovesick*

SKILLS

Microsoft software (Word, PowerPoint, Excel) - Google software - Final Draft - Celtx - Organization - Fast reader - Familiar with Final Cut Pro - Creative Writing - Public Speaking - Social media

EXPERIENCE

IN ORDER OF RELEVANCE

FREELANCE SCRIPT SUPERVISOR
MERMAID TOAST PRODUCTIONS

- Recent shoots: "Because Market Underwear" add & "Brickell Men's Products" add.

INTERN - AGENT TRAINING PROGRAM
UNITED TALENT AGENCY | MARCH 2019 - MAY 2019

- Cover desks for top level Agents and Board Members.
- Roll calls, schedule meetings, take notes, converse with clients.
- Work in the mailroom and facilitate timely distribution of mail to all UTA employees.
- Special Projects for UTA employees - coverage of scripts, driving clients to and from meetings, errands for Agents and Executives.
- Celebrity Clientele.

DIRECTOR'S ASSISTANT

DIRECTOR/PRODUCER, TABREZ NAROONI | OCT. 1, 2018 - OCT. 24, 2018

- Assisted the Director/Producer, Tabrez Narooni, during the preparation and screening of his film, *Love Sonia*, at the London West Hollywood Hotel on 10/9/18 and during the opening night of the Asian World Film Festival at the ArLight Culver City on 10/24/18.
- Liaison between Tabrez Narooni and Talent, Richa Chadha and Mrunal Thakur.

CANNES FESTIVAL INTERN

RADIANT FILMS INTERNATIONAL | MAY 2015 - JUNE 2015

- Assisted sales executives during the 2015 Cannes International Film Festival Market.
- Participated in all meetings related to the sale and distribution of Radiant's theatrical titles: *Carrie Pilby*, *Zipper*, *Welcome to Me*, *Dare to be Wild*, *Hungry Hearts*, *The Driftless Area*, *Decoding Annie Parker*, *Rudderless*, *Madame Bovary*.
- Greeted clients, played movie promos for clients, ran business errands for the sales executives.

DAY PLAYER/PRODUCTION ASSISTANT

FEATURE FILM, *PINK OPAQUE* | APRIL 12, 2019

- Website: www.pinkopaquefilm.com

MOVIE MARKETING INTERN

MOROCH PARTNERS | SEPT 2015 - DEC 2015

- Assisted Universal and Disney with marketing projects and promotional events for their upcoming movies.
- Worked on the following movies: *Star Wars: The Force Awakens*, *Sisters*, *Bridge of Spies*, *Legend*, *The Visit*, *Krampus*, *Steve Jobs*, *Breakpoint*, *The Good Dinosaur*, *Everest*.