

# Jacob Iglitzin

68 Bradhurst Ave, Apt. 6T, New York, NY 10039  
jacob.iglitzin@gmail.com | 206-679-2027

## EDUCATION

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<b>Columbia University, Columbia College</b> BA in History, <i>summa cum laude</i> , Junior Phi Beta Kappa, Dean's List (2015–2019)	New York, NY May 2019
<b>National Theater Institute, The Eugene O'Neill Theater Center</b> National Musical Theater Institute Semester	Waterford, CT Dec. 2023

## CERTIFICATIONS

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<b>International TEFL Academy</b> TQUK Level 5 Certificate in Teaching English as a Foreign Language (RQF)	Mar. 2021
<b>Musical Creators' Institute, Dramatists Guild of America</b> Certification of Completion Intensive training in musical theater lyric-writing music composition, directing, and dramaturgy.	New York, NY June 2023

## TEACHING

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<b>English as a Second Language</b> ESL Instructor	Seattle, WA and Xi'an, China
<ul style="list-style-type: none"><li>American English Enterprises: Taught ESL classes remotely to elementary school students in schools in Xi'an, Shaanxi Province, China (March – June 2021).</li></ul>	
<b>The Fifth Avenue Theatre</b> Education Intern	Seattle, WA Feb. – May 2020
<ul style="list-style-type: none"><li>Instructed Seattle high schoolers in the Rising Star Project as they collaborated on writing book, music, and lyrics for 10-minute new musicals based on episodes of KUOW RadioActive Youth Media, performed via livestream on May 8-9, 2020.</li><li>Assisted Director of Education and Engagement, coordinating pre-show educational programming for high schoolers, and reading scripts under consideration to offer feedback.</li></ul>	

## PROFESSIONAL EXPERIENCE

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<b>Hooligan NY</b> Administrative Assistant	New York, NY June 2021 – Present
<ul style="list-style-type: none"><li>Inventory post-production elements for advertisements (raw footage, color grading, audio splits/stems, graphics, etc.) on hard drives to prepare drives for shipment to storage facilities.</li></ul>	
<b>Disney Theatrical Group, Walt Disney Studios</b> Usher	New York, NY May 2023 – Aug. 2023
<ul style="list-style-type: none"><li>Directing and escorting guests to their proper seats in the New Amsterdam Theatre, home to the Broadway musical <i>Aladdin</i>.</li><li>Enforcing appropriate house rules and working special Disney events on short notice.</li></ul>	
<b>Friends of Hilary Franz</b> Campaign Call Time Manager	Seattle, WA Jul. 2019 – Oct. 2019
<ul style="list-style-type: none"><li>Organized and staffed fundraising call time for the re-election campaign of Hilary Franz, Washington State Commissioner of Public Lands.</li><li>Performed donor research, crafted fundraising pitches, and staffed campaign fundraisers.</li></ul>	

Columbia University Department of History

New York, NY

*Administrative Assistant*

May 2018 - May 2019

- Developed new website for the Columbia University and London School of Economics Dual MA/MsC program in International and World History.
- Coordinated and supported the CU/LSE program's 10-year reunion weekend (April 2019).
- Research assistant for Professor Mark Lilla's graduate seminar "The Archaeology of Ignorance: Images of Innocence" (Fall 2018)

### SKILLS

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- **Creative Software:** Sibelius, MuseScore, Final Draft, iMovie, GarageBand, Audacity
- **Productivity Software:** Google Docs, Microsoft Office (Word, PowerPoint, Excel, Outlook), Apple Pages, Keynote, Dropbox
- **Languages:** Proficient in French
- **Arts:** Piano (intermediate), singing, voice-over recording