

Khushi Pandey

(908) 692-2425 | khushipand3y@gmail.com | [LinkedIn](#)

EDUCATION

Ithaca College | Roy H. Park School of Communications
Bachelor of Science in Cinema & Photography
Minor in Writing for Film, TV, and Emerging Media
Honors: *summa cum laude*

Aug 2021 - May 2025

PROFESSIONAL EXPERIENCE

Whitewater Films | Los Angeles, CA

Jan 2025 - April 2025

Development Intern

- Reviewed company slate and wrote coverage reports on ongoing and upcoming projects
- Participated in financial outreach for pre-production of current slate
- Managed executive email, drafted responses, and ensured timely communication
- Scheduled and coordinated meetings, maintaining the executive's calendar
- Organized Zoom meetings, prepared agendas, and took detailed notes
- Completed administrative errands

Nickelodeon | New York, NY

Jun 2024 - Aug 2024

International Content Strategy and Global Acquisitions Intern

- Researched and updated programming documents for central and local content plans
- Reviewed and wrote coverage reports for over 20 pitch submissions
- Updated pitch tracker and archived pitch materials
- Updated master list of themed episodes
- Researched and presented biweekly industry updates

MEDIA PRODUCTION EXPERIENCE

"Mirror" Thesis Film | Ithaca, NY

May 2024

Director

- Wrote the screenplay and created storyboards
- Managed and collaborated with crew to create best shot composition
- Blocked the actors and engaged with them to ensure the best performance
- Maintained the production schedule
- Collaborated with the editor for the best narrative storytelling

Ithaca College Television | Ithaca, NY

Nov 2022 - May 2023

Master Control Operator

- Built television show blocks with ads for each show during the nightly air
- Managed audio levels for airing during blocks and ads
- Maintained nightly programming schedule

SKILLS

Adobe Creative Suite

Google Workspace

Canon DSLR Cameras

iMovie

Microsoft Office

Canva

Final Draft

Slack

Proficient in Spanish

ACHIEVEMENTS

"Mirror" Short Film Received Ithaca College's Pendleton Awards for Outstanding Filmmaking

May 2024

"The In-Between" Short Film Officially Selected at Manhattanhenge Film Festival

Oct 2023

Ithaca College Oracle Honor Society, Roy H. Park School of Communication Dean's List

2021-2024

New Jersey Seal of Biliteracy

2021