



ZEINAB CASKEY

PRODUCTION STAGE MANAGER


PROFILE


Pronunciation: "Zay-Nuh"

English • Basic Spanish

USA Passport, US Driver's License,
Bahamas Seaman's Book

Pronouns: She, Her, Hers

 Charlotte, NC

 zeinab.caskey@gmail.com

 +1.803.389.5922

FORMAL SKILLS & CERTIFICATIONS

- Microsoft Office, iWork, & G-Suite
- First AID/CPR Certified
- Crowd Management Certification
- Trained in safety & show condition decision making
- Conflict Resolution & Communication
- Final Draft Pro
- STCW & Eng. 1
- Basic Audio Setup & Console Commands
- QLab Proficient
- FOY & Waagner Biro Experience
- Basic ETC Console Commands & Programming
- Reads Music
- Dance Experience & Training
- ServeSafe Certified
- Organizational Skills
- Budgeting & Provision Ordering
- Employee & Customer Relations
- Mentoring & Coaching

EDUCATION

University of North Carolina
School of the Arts - Bachelor
of Fine Arts in Stage
Management

PROFESSIONAL EXPERIENCE

Entertainment Production Manager & Theatrical Operations Manager – Norwegian Cruise Lines

January 2019 – March 2024

- Oversaw the Production Show Department onboard, acting as Company Manager to all Singers, Dancers, and Guest Entertainers
- Illusionist and Aerial calling experience; and oversaw the installation of new casts and resident guest entertainers onboard
- Maintained live shows as a traditional Stage Manager: calling cues for lights, sound, automation, and spotlight operators
- Created show stop procedures for multi-varied emergencies both on and offstage
- Worked with the Cruise Director, Technical Production Manager and onboard management to create a variety of entertaining programming for guests
- Created all paperwork for the smooth operation of the Entertainment department including call scripts, inventories, prop sourcing, and schedules
- Responsible for the development and guidance of team members: including critiques, reviews and evaluations for personal & career development
- Responsible for the maintenance and protection of all theatrical shows and creative property of Norwegian Creative Studios within Norwegian Cruise Lines Holdings
- Scheduled all entertainment functions for both guests, team members, and crew members onboard
- Led "Behind the Scenes" tours to guests throughout all entertainment venues
- Creatively problem solved issues within performances to create a seamless
- Trained multiple entertainment managers in the functionalities of the job; including show calling, scheduling, adaptability, and crisis management

Production Stage Manager – Flat Rock Playhouse

May 2017 - December 2019

- Maintained the artistic integrity of productions on a variety of entertainment including: plays, musicals, and concerts
- Works closely with unions: Actors Equity Association, International Alliance of Theatrical Stage Employees, American Guild of Musical Artists
- Created schedules for production meetings, rehearsals, and performances
- Acted as a liaison between cast and parents/guardians on educational theatre productions
- Established an inventory of all stage management supplies for ease of ordering between seasons
- Mentored students and interns in stage management responsibilities
- Created all paperwork for the ease of running backstage tracks, props and costumes
- Led the backstage crew for shows when assigned the assistant stage manager position

Production Stage Manager – RhinoLeap Productions

September 2020 – October 2020 & May 2023 – June 2023

- Production Stage Manager for *The Glass Menagerie* and *Dontrell Who Kissed the Sea*
- A solo stage management team; created all documents for both productions including: props tracking & inventory, run sheets, character blocking, and intrigue setup guides
- Ran audio, lighting, and video projections solo and maintained design elements

References

Nicole Stewart
Manager, Theatrical Operations
Norwegian Cruise Lines
nasher@ncl.com

Lisa Bryant
Artistic Director
Flat Rock Playhouse
lisa@flatrockplayhouse.org

Jeremy Skidmore
Artistic Director
RhinoLeap Productions
jermyskidmore@gmail.com