

AKIA SQUITIERI

THEATRE ADMINISTRATOR & TECHNICIAN

CONTACT INFORMATION

2880 Bailey Avenue Bronx NY 10463
917-815-8765
akiasquitieri@gmail.com
www.akiasquitieri.com

EXPERIENCE

Company Manager
Blue Man Group
Astor Place Theatre, NYC
October 2007- January 2018

Company Manager & Event Producer
Innovative Theatre Foundation
New York Innovative Theatre Awards,
Annual Nomination Announcement & Awards
Ceremonies & Web Telecast
Multiple NYC Locations, 2004-Current (Seasonal)

Associate Producer/Production Coordinator
Puerto Rican Travelling Theatre, NYC
Jan-July 2007

General Manager
FRIGID Festival, Horse Trade Theater Group NYC
2007-2012 (Seasonal)

Stage Manager Sub
Fiesta 2007: Words & Music
Puerto Rican Travelling Theatre, NYC
Spring 2007

Deck/Run Crew & Child Wrangler
INSIGHT 13 Play Series
Puerto Rican Travelling Theatre, NYC
Spring 2007

Associate Producer
Paul Butterfield Fund & Society Annual Conference
the Hopson Plantation Clarksdale, MS
September 2007

Office Manager & Theatre Technician
Horse Trade Theater Group (The Kraine, Red Room,
Under St Marks Theatre)
2005-2007

Production Manager
PBFS Music Series
Hard Rock Café, Key West, FL
Fall, 2006

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EXPERIENCE CONTINUED..

Road & Tour Manager
Swampbytche!
East Coast Rock Tour & Appearances
Summer/Fall 2005

Stage Manager
And That's the Way It Is
The Producers Club II

House Manager & Lighting Technician
For Pete's Sake, New York Conservatory for the Arts
Beckett Theatre, Theatre Row
Summer 2004

Stage Manager
A Royal Toil, UNDER ST Marks Theater
Fall 2003

Make Up Artist
A Mid Winter's Tale, Point of You Productions
The Producers Club Mainstage
Winter 2003

Lighting & Costume Design
Mother of the Year
The Theatre Studio, Inc
Summer 2003

Co-Lighting & Sound Design
An Evening in Cars
The Actors Playground Theatre
Spring 2002

Tour Manager
Cinderella
Four Corners Art Center, Rhode Island
Spring 2002

House Manager, Set Painter, Usher, Box Office,
Properties,
Run Crew & Wardrobe Crew
Multiple Productions
NYCA Repertory Company, Woodstock NY
1994-1997 Seasons

Lighting & Sound Board Operation, Usher,
Box Office, Properties Mistress,
Assistant to Director
Multiple Productions
Theatre On The Towpath, New Hope, PA
1991-1993 Seasons

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EDUCATION

New York Conservatory for the Arts
1993-1997 4 Year Scholarship
Office Internship, Acting, Scene Study, Musical
Theatre, Private Vocal Coaching, & Dance
Teachers: Randy Conti, Connie Conti, Doug Farrell,
Tara Somerville, Antoinette Villani

Courses at Society of Human Resource Management,
Ceridian Insights, ART-NY, The Field, & Fractured
Atlas

RELATED SKILLS

NY State Certified Fire Guard, Red Cross First Aid ,
CPR & AED Certified, Naui Certified Scuba Diver
Valid passport

Ticketing Systems: Eventbrite, Smarttix, Ovation,
Vendini, Artfuly, Brown Paper Tickets, Vendini,
Goldstar, TDF, Fever, Groupon, Living Social
merchant systems, Ticketmaster knowledge

Administrative Skills: Exceptional Organizational,
Research, Communication and Writing Skills, Type
Approx. 80 WPM, Microsoft Office Suite

Contributing Writer & Reviewer: Scene4 Magazine,
nytheatre.com, Theatrescene.net

Traditional Business Resume available upon request