

RICHARD S. MILLER

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TECHNICAL DIRECTOR / DRAFTSMAN

Experienced, multi-talented Technical Director with expertise in supporting variety of stage performances and performance spaces with outside the box attitude and talents. Possess strong expertise in theatrical settings. Proven aptitude and proficiencies include the following:

- ◆ Estimating of material, labor, and time costs in the area of theatrical construction
 - ◆ Exceptional knowledge of Word, Excel, PowerPoint, Access and AutoCAD
 - ◆ Strong carpentry, rigging and welding/metal working skills
 - ◆ Management of scene shop & staff, prop shop, stage deck and theater spaces
 - ◆ Research and maintain appropriate records and information
 - ◆ Strong understanding of drafting and engineering principles, standards, and terminology
 - ◆ Ability to read and develop blueprint-type drawings, and knowledge of layout, shop drawings and construction drawing principles
 - ◆ Management of budgets with excellent organization and administrative skills
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AWARDS

- ◆ **2008 Recipient of USITT Young Designers & Technicians KM Fabrics, Inc. Award for Technical Production**
 - ◆ 2009 University of Alabama RGC Grant for the purpose of writing a book on Math used in the Theatre
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EDUCATION

- ◆ M.F.A. in Technical Direction, 2007, University of North Carolina School of the Arts, Winston Salem, NC
 - ◆ Certificate Of Completion, 1996, American Musical & Dramatic Academy, New York, NY
 - ◆ Bachelor of Arts, 1994, Concentration in Theatre Arts with a minor in Math, Texas A&M University, College Station, TX
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PROFESSIONAL EXPERIENCE

Dallas Theater Center, Dallas, TX

Aug 2010 - Present

Assistant Technical Director / Draftsman

- Design engineering and drafting of theater scenery.
 - Overseeing the quality and accuracy of the building of theater scenery
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University Of Alabama, Tuscaloosa, AL

Aug 2007 - July 2010

Assistant Professor / Technical Director / Production Manager

- Teach graduate courses in Hand Drafting, AutoCAD, Technical Direction (including Excel & Rigging), Structures and Props construction.
- Teach undergraduate History of American Musical Theatre and Stagecraft
- Manage staff in the scene shop of scene shop supervisor, five graduate assistants, three scholarship students and 25-30 practicum students
- Evaluate and reconfigure scene shop, prop shop and theater for more efficient workflow and professionalism
- Estimate and maintain budgets for shop operation and production.
- Create and maintain build schedules; Engineer scenic elements, providing construction drawings, and overseeing the build and load-in of productions.
- Maintain a safe working environment and enforce the practice of safe construction techniques.

- Facilitate all production and scene shop meetings.
- Coordinate with scene designer and paint shop to ensure a satisfactory finished product.
- Advise students toward a BA in Theater Arts or an MFA in Theatre Production.
- Advise technical direction students and props masters through production process.
- Place, coordinate and manage 90 practicum students in assignments in all aspects of production.

Boone High School, Orlando, FL

Aug 2001 – May 2004

Drama Instructor

- Taught Drama, Acting, Musical Theatre Performance and Technical Theatre.
- Directed four musicals and plays each year including: *The Pajama Game*, *Anything Goes*, *Into The Woods*, *Das Barbecu*, *The Effect Of Gamma Rays...*, *Noises Off*, *Miracle Worker*, *Lend Me A Tenor*
- Also acted as musical director, set designer, technical director, sound designer and poster designer.

Riverside Theater, Vero Beach, FL

Sep 2000 – May 2001

Carpenter

- Theatrical construction, rigging, carpentry

Orlando Utilities Commission, Orlando, FL

Jan 1999 – July 2000

Analyst/Database Programmer

- Wrote and created programs to streamline daily tasks and operation.
- Analyzed operations and developing solutions for more efficient production using MS Access including Visual Basic and SQL.
- Created, modified and maintained MS Access databases used in producing weekly and monthly reporting.
- Used data conversion from MS Access to create graphs and charts in MS Excel for monthly reports.
- Captured daily data to be imported to MS Access from J. D. Edwards' *OneWorld* database.

Tecom Construction, Inc., Austin, TX

June 1998 – Dec 1999

Asst. Project Manager / Auditor & Analyst

- Created all Excel spreadsheets, charts, and graphs for project budgets, proposals and annual reports
- Prepared and analyzed Pay Applications
- Researched bond claims, insurance claims, A/E claims, and lawsuits; Developed and maintained bond claim and lawsuit databases using MS Access.
- Prepared schedules using *Suretrack* scheduling software
- Audited and reconciled Subcontractor billing files and *Timberline* accounting software.
- Prepared Operation & Maintenance manuals and administrated punch list.
- Managed Subcontractor submittals
- Processed RFPs, RFIs, ASIs, G702 & G703 forms, and Change Orders; Purchased materials and appliances

Samuel French, Inc., New York, NY

July 1997 - May 1998

Leasing Agent / Customer Service Representative

- Granted royalty rights for amateur productions of stage plays
- Granted music royalty rights and renting music materials (sheet music, audio tapes, etc.) for plays with music
- Invoiced and collected deposits for all of the above