





# RAHEEM RAZAK

## PRODUCER & DIRECTOR

### CONTACT

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-  8 William Road, Norwood, Johannesburg

### SKILLS

- MS Office
- Adobe Suite - Premiere Pro, After Effects etc
- DaVinci Resolve
- Movie Magic Budget and Scheduling
- Final Draft
- Celtx
- Communication
- Scheduling and time management
- Problem-Solving
- Adaptability
- Marketing and Promotion
- Risk Management
- Delegation and coordination of crew and cast
- Collaborative creativity with writers, directors, and other key team members
- Leadership: Strong leadership and team-building skills to motivate and manage a production crew.
- Creative Vision: An understanding of the creative and artistic aspects of film production to help guide the project to success.

### EDUCATION

**BA Motion Picture Medium**  
**Major in Producing and Directing**

**AFDA Johannesburg**

**2020 - 2023**

### PROFILE

As a recently graduated and exceptionally passionate Producer and Director, my journey in the world of filmmaking has been driven by an unwavering commitment to the power of local storytelling and the unceasing pursuit of progress within the dynamic film industry. Having just completed my formal education, I am eager to contribute my creativity, technical expertise, and fervent dedication to breathing life into narratives rooted in our local communities while actively shaping the future of cinema and TV. With a relentless focus on innovation and a deep-seated love for storytelling, I am poised to make a meaningful impact and help usher in a new era of cinematic excellence.

### WORK EXPERIENCE

#### Production Assistant

##### Discovr TV

2021 - 2023

- Collaborated closely with Julian Van Plato in the execution of pre-production initiatives, offering valuable insights and support to enhance project planning and execution.
- Played a pivotal role in talent management by organizing and coordinating schedules, ensuring a streamlined and efficient workflow during filming.
- As a videographer on set, captured visually compelling footage, contributing to the overall aesthetic and storytelling aspects of the production.
- Facilitated effective communication between diverse stations on set, acting as a bridge to ensure a cohesive and synchronized production environment.
- Spearheaded the preparation and verification of video feeds to the director's monitor, maintaining a keen eye for detail to guarantee optimal visual quality.
- Took charge of the live stream channels, meticulously confirming accuracy and functionality to guarantee a flawless broadcast experience for audiences.
- Actively participated in troubleshooting technical challenges, demonstrating adaptability and problem-solving skills to maintain the integrity of each production.
- Contributed to the overall success of pre-production and live stream execution, showcasing a dedicated and detail-oriented approach to filmmaking.

#### Production Assistant

##### Afro Arts

2021 - 2023

- Production Assistant at Afro Arts, actively contributing to the successful execution of diverse projects.
- Managed behind-the-scenes and interview content for various productions, showcasing organizational and storytelling skills.
- Involved in the coordination and organization of "The 9th Edition of the African Women Writers Symposium," ensuring smooth logistics and production flow.
- Played a key role in the production of "Tribute to Kwaito Legends," a televised event broadcasted on South African Broadcast Corporation (SABC) on October 22, 2021, at 19:00.
- Contributed to the filming process of "Rhythm and Blues," showcasing adaptability and dedication to capturing quality footage.
- Integral part of the team for "The 8th African Women Writers Symposium," assisting in various aspects to facilitate a successful event.
- Gained hands-on experience in diverse production tasks, from logistics management to on-set support, contributing to the overall success of each project.

## REFERENCES

### Afro Arts: Roshnie Moonsamy

083 - 272 - 0285

info@artsexchange.co.za

### 27four Investment Managers: Fatima Vawda

082 - 463 - 8847

fatima@27four.com

### AFDA: Jane-Anne Rath

079- 880 - 9380

jane.raath@afda.co.za

## FILMOGRAPHY

- The 8th African women writers symposium - **Production Assistant**
- Rhythm and Blues - **Production Assistant**
- Tribute to Kwaito Legends - **Production Assistant**
- The 9th edition of the African Women Writers Symposium - **Production Assistant**
- The Brawlers Fate (Interactive) - **Producer & Director**
- Anguish - **Producer**
- 27four Viewpoint - **Producer**
- 27four Viewpoint Part 2: Summit Africa - **Producer**
- 27four Viewpoint Part 3 : Zoutpansberg Private Hospital - **Producer**
- Kyla Swart Fashion Film - **Producer**

## AWARDS

- Best Undergraduate Production Team:  
(Producing, Directing, Writing)
- Best Undergraduate production
- AFDA Critics Award for an Undergraduate production

## SHOW REEL & VIDEO LINKS

<https://vimeo.com/883919490?share=copy#t=0>

<https://vimeo.com/887305313>

## Content Producer

### 27four Investment Managers

2021- 2021

- Led the entire content production process for the "Viewpoint" series, demonstrating expertise in strategic storytelling and visual communication.
- Established and maintained effective partnerships with the BBGF and the South African Treasury, ensuring seamless collaboration and alignment with project objectives.
- Showcased a multifaceted skill set by managing the entire production workflow, from conceptualization to post-production editing and delivery.
- Effectively conveyed 27four Investment Managers' commitment to community impact through the spotlight on the Zoutpansberg Private Hospital project.
- Executed on-location shooting, capturing compelling visuals and interviews to enhance the narrative and engagement of the "Viewpoint" series.
- Played a pivotal role in creating a strong brand presence for 27four Investment Managers through the thoughtful and impactful presentation of investment initiatives.
- Demonstrated versatility by adapting storytelling techniques to make financial information accessible and engaging for a broad audience.
- Contributed to enhancing the company's profile and reputation through the successful execution of high-quality and informative content.

## Photography

### RK Foundation

2020-2022

- Photographer for the RK Foundation, capturing visually compelling images that align with the organization's mission and values.
- Documented various events and initiatives organized by the RK Foundation, showcasing a keen eye for detail and a talent for capturing poignant moments.
- Collaborated closely with the foundation's team to understand and visually communicate their goals, ensuring alignment with the overall brand image.
- Produced a diverse portfolio of high-quality photographs, contributing to the foundation's promotional materials and online presence.
- Conducted on-location shoots, managing equipment and lighting to achieve aesthetically pleasing and impactful visuals.
- Demonstrated versatility in photography styles, adapting to the unique requirements of different events and projects.
- Contributed to the storytelling aspect of the RK Foundation's work through evocative visual narratives, enhancing their outreach and communication strategies.
- Established a consistent and cohesive visual identity for the foundation through thoughtful composition and editing techniques.

## Junior Admin/PA

### Systems Approach

2020-2022

- Administered comprehensive administrative support for the Systems Approach, ensuring smooth day-to-day operations.
- Managed the organization's calendar, scheduling appointments, meetings, and coordinating logistics to optimize efficiency.
- Handled communication on behalf of the organization, responding to emails, phone calls, and inquiries promptly and professionally.
- Maintained meticulous records and databases, ensuring accurate and up-to-date information for efficient decision-making.
- Coordinated travel arrangements, accommodations, and itineraries for team members, optimizing time and resources.
- Managed office supplies, equipment, and facilitated maintenance to create an organized and conducive work environment.
- Assisted in the preparation and distribution of internal and external documents, presentations, and reports.
- Collaborated with team members to streamline administrative processes, contributing to enhanced productivity and workflow efficiency.

# RAHEEM RAZAK

PRODUCER & DIRECTOR

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TO WHOM IT MAY CONCERN,

My name is Raheem Razak, a passionate and dedicated professional deeply committed to the advancement of the global and South African film industry. I graduated from AFDA, where I honed my skills and cultivated a profound appreciation for the art of film-making.

During my time at AFDA, I had the privilege of creating the first student interactive film, a project that not only showcased my creativity but also demonstrated my ability to innovate within the film-making landscape. This experience fueled my passion for producing and directing, and I am eager to bring this passion to a professional setting.

My academic journey was complemented by hands-on experience gained through various roles on sets and filming projects. These experiences not only allowed me to apply theoretical knowledge but also exposed me to the practical intricacies of the industry. I am proud to say that my commitment to hard work and attention to detail have consistently contributed to the success of each project I've been a part of.

What sets me apart as a professional is my unwavering commitment to the growth and excellence of the film industry. I am not merely seeking a job; I am eager to contribute to the continued evolution of storytelling on a global scale. My adaptability, leadership skills, and creative mindset make me confident in my ability to thrive in a challenging and dynamic production environment.

In addition to my technical skills, I bring a collaborative and team-oriented approach to my work. I believe that fostering strong relationships with colleagues, stakeholders, and industry professionals is crucial for achieving success in the fast-paced world of film making.

I am excited about the opportunity to bring my unique blend of creativity, technical expertise, and dedication to your esteemed production team. I look forward to the chance to discuss how my skills and passion align with your organization's goals.

Thank you for considering my application. I am eager to contribute to the continued success of the global and South African film industry.

SINCERELY,



RAHEEM RAZAK

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