

## EXPERIENCE

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### **"I Wanna Dance with Somebody" – Freelance VFX Production Manager**

**September 2021 – Present**

- Liaise with VFX vendors and production to plan and execute on-set filming requirements.
- Utilize Filemaker Pro to track shot status and costs for reporting back to studio executives.
- Find and book data acquisition vendors for on-set scanning and photogrammetry.
- Create and update VFX Shot list and schedule according to global production schedule.

### **Mr. X, Technicolor Business Development – Bidding Producer**

**September 2020 – September 2021**

- Read, reviewed, and broke down all incoming client materials for creative & financial assessment.
- Developed creative & technical methodologies to establish the work required to complete each project.
- Provided crew requirements for VFX Breakdowns in line with internal pipeline.
- Responsible for creative handover of awarded shows to the local team, maintaining comprehensive notes relating to each project.

### **The Molecule – VFX Producer**

**Ballers - HBO, Betty - HBO, Dickinson – Apple**

**June 2019 – March 2020**

- Partnered with VFX, Comp, and CG Supervisors to determine the best creative approach to each asset and shot.
- Established production milestones & department quotas, recruited & hired crew, managed production expenses to ensure project delivery on time and on budget.
- Maintained client relationships and communication while identifying new business opportunities in the television and film sectors.
- Breakdown and create bidding estimates on scripts for prospective projects.

### **MPC New York – VFX Associate Producer**

**The Last Thing He Wanted - Netflix**

**November 2018 – June 2019**

- Instituted long-form production pipeline within advertising studio branch and educated staff on scheduling procedures using tracking software, FTrack.
- Attended spotting sessions with the film's post-producer and director to identify potential VFX shots.
- Tracked cost efficiency for various commercials and films.

### **MPC Montreal – VFX Production Manager**

**Noelle - Disney, Aquaman – DC/Warner Brothers**

**January – November 2018**

- Utilized Shotgun-based tracking software to oversee a global pipeline for a 500-shot Disney project.
- Determined priority of tasks and circumvented blockages to avoid delivery delays.
- Incorporated brief changes and client feedback into an aggressive schedule while maintaining positive crew morale.
- Supervised and mentored production staff among 10 unique departments comprised of nearly 500 artists.

**MPC Montreal – FX Coordinator*****X-Men: Dark Phoenix - Marvel*****October 2017 – January 2018**

- Prepared weekly production report detailing scene progress, targets, and animator workload overages.
- Created agendas and took minutes for supervisor review sessions and department dailies.
- Requested and delivered required props, models, and set pieces to artists.

**Animal Logic – Final Layout/Animation Coordinator*****Lego: Ninjago – Warner Brothers*****August 2016 – August 2017**

- Collaborated with creative leads to deliver weekly targets exceeding 8 minutes of completed animation.
- Constructed and maintained Excel files to track artist progress from shot creation to completion.
- Identified pipeline roadblocks and worked with performance supervisor to find appropriate solutions.

**LAIKA – Script/Marketing Coordinator*****Kubo and the Two Strings*****January 2014 – July 2016**

- Liaised with talent agents and production staff to schedule and record various cast members.
- Booked, organized, and orchestrated voice-recording sessions.
- Planned, prepared, and executed behind-the-scenes filming on *Kubo and the Two Strings*.

**F# – Production Supervisor*****Various Digital Advertising Campaigns*****January 2013 – January 2014**

- Scheduled and budgeted simultaneous digital campaigns from award through delivery.
- Prepared project breakdown memo, determined priorities, and allocated resources for all projects.
- Generated and distributed weekly production schedule and forecasting reports for business leaders.

**Arkadium Inc. – Producer*****Mah-Jong Dimensions Blast – Social Game*****May 2012 – November 2012**

- Developed global production schedule and budget for game feature updates.
- Organized and conducted team meetings, ensuring communication of milestone deadlines to team leads.

**Blue Sky Studios – Assistant to the Producer/Additional Production Management*****Ice Age 4, Epic, Ice Age: A Mammoth Christmas – Fox Entertainment*****March 2010 – May 2012**

- Created and communicated studio-wide daily production schedule for *Ice Age 4: Continental Drift*, *Epic*, and *Ice Age: A Mammoth Christmas* as well as various development projects.
- Managed Photoshop and Storyboard Artists in preparation for the audience preview.

**NBC Universal – Production Assistant*****The Steve Wilkos Show – NBC Universal*****September 2009 – January 2010**

- Produced and directed on-location shoots.
- Acquired necessary release forms, court documents, and taxation forms for guests to appear on the show.

# Education

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## **Arizona State University**

**Graduation Spring 2007**

Bachelor of Interdisciplinary Studies  
Concentrations in Mass Communication and Film Production

## **School of Visual Arts**

**Spring 2011**

Producing Animation Course