

ROBERT SMITH

Sr. Freelance Producer

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

Multifaceted and resourceful management professional with proven experience in coordination of event production for major brands in the entertainment, event and retail industries. Proactive technical advisor and creative problem solver with demonstrated success in managing many aspects of event production including sponsorship and agency partnerships and integrations, installation of scenic elements, resource allocation, lighting, A/V, film shoots and scheduling.

CORE COMPETENCIES

Event Marketing, Event Coordination, Exhibitions, Project Management.

PROFESSIONAL EXPERIENCE

Sr. Freelance Producer

FrenCan Productions LLC - September 2008 – 2020

Key Deliverables:

- Led scenic fabrication builds from inception to completion for international brands in retail, fashion, entertainment and event industries.
- Managed labor, logistics, installs and de-installs across multiple venues.
- Provided leadership for venue operations for The Sprite Corner activation with oversight of scheduling and coordination of event load-ins and outs.
- Managed technical design and installation of photo concession operations for the touring exhibitions.
- Led the recruitment, training, and management efforts to hire local staff.
- Setup and managed of retail sales operations.
- Successfully increased total exhibition revenues and generated total retail sales.

Freelance Producer

JumP Editorial - 2007 – 2008

Key Deliverables:

- Successfully produced projects from offline to finishing, while building and maintaining a strong client relationship.
- Goodpenny - New York, New York June 2013 - June 2015 Producer Manage financial line items (resources, technical needs) associated with budgets to deliver optimum products to clients.
- Provide creative, technical and compliance counsel to clients to ensure all project requirements are met (i.e. various broadcast formats, specs and legal medical regulatory approvals, when needed).
- Proven ability to deliver complex projects and manage external partners while operating on multiple timelines.
- Leadership responsibilities include collaboration across teams, engaging and energizing teams and liaising across the company to ensure a creative and effective environment..

ROBERT SMITH

Sr. Freelance Producer

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

- This is Dummy Description data, Replace with job description relevant to your current role.

EDUCATION

- Bachelor of Business Administration in Music Business - (Belmont University - Nashville, TN)