

Robert Murphy

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Project Manager

Creative Production Process | Project Management | Creative Problem Solving

Versatile, accomplished professional with expertise in multiple facets of production management, print production, digital asset management, and project oversight, gained in the creative film, marketing, and advertising sectors. Skilled in overseeing full production process from concept, design, and pre-production planning through production and delivery, ensuring alignment with all brand standards, client expectations, and quality measures, consistently delivering on time.

- Full Lifecycle Oversight & Logistics
- Creative Department Operations
- Marketing Collateral Production
- Branding & Brand Standards
- Print & Digital Assets
- Multitasking & Prioritization
- Technical Deliverables
- Multiple Platform Delivery
- Team Building & Leadership
- Training & Development
- Vendor & Agency Relations
- Internal Collaborations

CREATIVE PRODUCTION EXPERIENCE

INDEPENDENT CONTRACTOR, Chicago, IL

2020 – Present

Production and Project Management

Provide expert oversight throughout the full project lifecycle, allocating internal resources and monitoring progress to meet or beat all deadlines. Coordinate with external resources including digital and creative department heads to deliver graphic standards, creative briefs, and other requirements, managing expectations.

- Consulted with clients on range of projects including print production UX design.
- Established productive new relationships with both clients and vendors.

FREELANCE, Multiple Studios, Los Angeles, CA

2011 – 2012

Production Assistant

Leveraged extensive skills in organizing complex productions across film and print projects to deliver customized service to multiple studios and individual clients. Oversaw full lifecycle of production process including location sourcing, scheduling, contract negotiations, subcontractor selection, and travel arrangements, consistently exceeding client expectations.

- Personal Assistant to Melissa McCarthy, managed staff, travel, media, as well as movies and television (*Mike & Molly*).

DIRECTV, El Segundo, CA

2008 – 2011

Print Production Specialist/Buyer

Incorporated both creative and organizational skills in providing oversight to all internal agency print production projects, ensuring alignments with all brand standards, quality expectations, and deadlines. Developed fully integrated marketing campaigns in collaboration with on-air, interactive, and web groups to ensure consistency of messaging. Sourced and managed vendors and freelancers such as stock houses, photographers, and sports marketing groups to produce photo shoots or image buyouts. Coordinated with Latin America Division to facilitate all bilingual printed materials.

- Delivered \$4M reduction in operating costs through effective renegotiation of vendor contracts.
- Directed full print production process for multiple regional and national campaigns, developing collateral across multiple channels including billboards, magazine ads, circulars, direct mail, and POS displays.
- Presided over expansion of the department from two to six team members due to increased project volume.

POINT 360, Hollywood, CA

2006 – 2008

Senior Account Manager

Managed up to 15 key accounts with total annual revenue over \$500,000, delivering highest quality service to foster repeat business. Planned and scheduled workflow, allocating personnel and resources as required.

- Ensured continuing quality of service by training and mentoring customer service representatives.
- Monitored and tracked content impact by encoding and using teletrax analytics on TV spots.
- Managed all assets of Digital Content Distribution, encoded Quicktime files for internet use, and mastered all live broadcast materials for eventual distribution.

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Page Two of Two

TECHNICOLOR CONTENT SERVICES, Glendale, CA

2005 – 2006

Studio Client Representative

Structured and managed workflow throughout process from job specification details through shipment for high profile international clients including Walt Disney, Warner Brothers, DreamWorks, and Sony Pictures Classics.

- Created domestic source masters, coordinating with internal production to schedule and track client jobs.
- Maintained all quality standards when creating video and digital asset tapes and files from studio for distribution to hotels, airlines, Internet protocol data packets, video on demand, and pay television.

THE WALT DISNEY COMPANY, Burbank, CA

2003 – 2004

DVD/Title Coordinator

Directed regionalizing, scheduling, and tracking of digital assets for live action, television series, and animated titles for worldwide distribution, serving over 20 internal Disney divisions including all scheduling and asset management from initial marketing order through street delivery date. Met all delivery commitments through proactive scheduling and tracking.

- Generated digital content for EPKs and DVD/Blue Ray menus and content for DVD/Blu Ray gaming.

Previous Professional Experience:

Freelance Production Manager, Traffic Promotions & Marketing

Freelance Print Production Manager

Operations Director, TargetCom LLC

Print Producer, GSP Marketing

Art Buyer/Print Production, Robinson & Maites

RECENT EXPERIENCE

EATALY CHICAGO, Chicago, IL

2017 – 2019

Market Supervisor

Conducted ongoing analysis of sales and trends to generate inventory forecasts, sourced new products aligned with brand standards. Directed shipment and stock crews, on boarded new associates, training in procedures and sales strategies.

- Achieved 12% increase in YoY profit through combination of effective management and targeted marketing.

SUR LA TABLE, Oakbrook, IL

2012 – 2017

Assistant Store Manager: Operations

Oversaw all daily operations including scheduling, payroll, P&L, shipment, and loss prevention processes, led the sales team to meet all sales goals and projections, driving profitability. Developed a high performing team focused on quality customer experience through ongoing training.

- Received rare promotion from part time sales to full time management in recognition of strong potential.

EDUCATION & CREDENTIALS

Bachelor of Arts in Information Technology, Elmhurst College, Elmhurst, IL

Dean's List

Coursework in Cinema & Photography, Southern Illinois University, Carbondale, IL

UX Design Certification, Springboard

Certified Scrum Master, Member #000444378

Technical Proficiencies

Filemaker Pro, Lotus Notes, Quark, Photoshop, Illustrator, SAP, Maya, & Sorenson, Mac and PC Film: Nextamp & Phillips
Forensic Watermarking, Film 35 MM, Microsoft Office Suite, Django, Python, Bootstrap, Sublime