

BEVIN BRENNER

(512) 800-2394, Bevinabrenner@gmail.com, Austin, TX, 78745

SKILLS

- Event production
- Logistics coordination
- Work/Personal Schedule management
- Budget management
- Vendor relations
- Travel and Hospitality Logistics
- Personal/Errands shopping
- Multitasking and organization
- Discretion and confidentiality

PROFESSIONAL SUMMARY

I am a highly motivated, goal orientated, detail conscience professional with strong work ethics and excellent communication skills. Having worked in the fast-paced production industry, I have become proficient at problem solving while multi-tasking, which has enabled me to be successful in meeting tight timelines.

EXPERIENCE

Wardrobe/Prop Stylist, Jan 2017 - Current

Freelance Wardrobe/Prop Stylist, Austin, TX, USA

- Source and purchase wardrobe for talent as well as props for sets.
- Logistics Coordination
- Booking Vendors/Contractors/Rentals
- Organize, clean, and steam all wardrobe. Make repairs if necessary or alterations when necessary.
- Schedule and prep for talent fittings.
- Returns, shipping or delivery of items used during shoots.
- *Clients/Brands and Projects Include: Nike, GQ/Jack Daniels, Shell, Adidas, McDonalds, Marvel, Tommy John, Stag Provisions, Tecovas, Hollister, Meow Wolf, Nationwide, Hoop Tea, Redfin Realty, Thrive Pet Healthcare, Dupixent, Rybelsus, Jakafi, The Fairmont Hotel (Austin), Landry's Inc. Golden Nugget Casinos, The Chaminade Resort (Santa Cruz), The Post Oak Hotel (Houston), The Marker Resort (Key West), Paradise Point Resort (San Diego), Forth Hotel & Club (Atlanta), The Grand Hyatt (San Antonio)*

Production Coordinator/Executive Assistant, Jan 2017 - Jan 2021

PLAID PONY PRODUCTIONS, Austin, TX, USA

- Company Overview: Full service Live Event, Photo, and Motion production company
- Main support for Executive Producer and crew before, during, and after all projects and productions.
- Point of contact for production crew, hospitality, wardrobe, hair/makeup artists, security, and vendors.
- Experienced in creating call sheets, talent scheduling, and client communication.
- Managed travel and accomodations for clients and crew.
- Over saw all loading and unloading of equipment trucks insuring gear and client product was properly inventoried, packed and stowed properly to prevent any damage while traveling.
- Hospitality/Catering logistics.
- Purchases and returns of wardrobe, props, gear, and/or any miscellaneous items.

- Set up and breakdown of equipment, organizing products, wrangling talent, cleaning up the location and transporting crew.
- *Clients/Brands and Projects Include: Bose, 2017-2019 SXSW, Nike, Dell, Toyota, IHeart Radio, Marshalls, Home Goods, James Avery, Lee Jeans, Lee Riders, G.H. Bass & Company, Sheba, Patreon, American Express, Samsung, T-Mobile, Toyota, Bank of America, Chase Bank, Keurig, Avery Dennison, Century Link, Hewlett Packard Enterprise, Dickies, Capitol One*

Wardrobe/Production Assistant/Artists Assistant on Tour

Rob Halford (Judas Priest) October 2009-November 2010

- Company Overview: Co-headline tour with Ozzy Osbourne U.S and Canada
- Assisting tour manager, talent and crew in all aspects and departments during the tour.
- Handled advancements, overseeing runners, and catering personnel.
- Organized venue details, daily schedules, and contacts into the Master Tour database.
- Set up and break down of multiple dressing rooms making sure they are comfortable and properly taken care of.
- Liaison for crew memos, day sheets, travel itineraries, directions, and parking.
- Worked directly with venue staff to ensure the hospitality rider is fulfilled to the bands utmost requirements.
- Created and distributed appropriate working/VIP/photo passes, manage guest list, and produce nightly pass sheets for security.
- Advanced catering for Artist and Crew on tour. Maintained bus stock and after show food.
- Fulfilled any task required by band or crew to ensure smooth, efficient operations.
- Assisted in overseeing on time hotel departures & travel arrangements.
- Co-headline tour with Ozzy Osbourne U.S and Canada

General Manager, Jan 2006 - Jan 2016

Sticky Fingerz Live Music Venue/Restaurant/Bar, Little Rock, AR, USA

- Assisted in the operation and further development of a successful 450 person music venue, restaurant, and full bar.
- Managed staff schedules, payroll, deposits, bill paying, expense reports, band settlements.
- Hiring new staff members.
- Main Contact for touring bands to ensure the talent/crew is well taken care of.
- Assisted in the production of concerts/special events.

EDUCATION

University of Arkansas at Little Rock 2004-2006

High School Graduate (NLRHS)