

# Negin Farhadi

*Toronto-based strategist & screenwriter*

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## Education

University of Toronto Honours Bachelor of Arts, Philosophy Specialist

## Experience

### **Z.S.I**

Administrative Assistant to Manager

October 2025 - present

- Providing administrative support to the Operations Manager, including scheduling, correspondence, documentation, and coordinating communication between management, security personnel, and clients.
- Contribute to business development strategy, including advertising recommendations, event planning, and identifying potential partners and contractors for security operations.

### **ReelWorld Film Festival**

Talent Wrangler

October 2025

### **Toronto International Film Festival**

FOHA - Scotiabank Theatre

August - September 2025

### **SKIN & BONES Film Company Inc.**

Producer's Assistant | Therabody

July 2025

- Drafted and coordinated business visitor letters for international directors traveling from the U.S. to Canada, ensuring compliance with cross-border production requirements.
- Organized and managed location scout images, files, and production documentation to streamline team access and maintain efficient pre-production workflows.
- Assisted the Production Coordinator with diverse logistical and administrative tasks, including hotel bookings, contact database management, call sheet preparation, and crew scheduling.

### **Santa Barbara International Film Festival**

Security Detail & Production Operations Support | Contract via ZSI Security

January - February 2025

- Managed the high-security vehicle checkpoint for talent and VIPs, verifying credentials, liaising with red carpet and production teams, and ensuring the seamless arrival of guests.
- Designed an alternative perimeter control strategy using volunteers amidst staffing and barricade shortages, maintaining secure ingress and egress zones.
- Escorted high-profile talent, A-list clients, and industry professionals, ensuring their timely and secure movement through festival venues and events.
- Provided operational assistance to festival Production Management as needed, contributing to on-site problem-solving and logistical coordination during high-traffic periods.

## Skills

Live event operations & logistics, production support, administrative & organizational abilities, crowd control & volunteer coordination, crisis response & conflict management, multilingual communication (English, Farsi, Danish).