



MICHAEL ANDERSON

Senior Unit Production Manager

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SUMMARY

Driven and results-oriented Unit Production Manager with over a decade of experience in overseeing complex production processes in the film industry. Expertise in coordinating multifaceted production schedules, managing diverse teams, and ensuring compliance with industry standards. Proven track record of optimizing production efficiency while maintaining high-quality outputs. Demonstrated ability to negotiate contracts with vendors and manage budgets effectively, resulting in significant cost reductions.

WORK EXPERIENCE

Senior Unit Production Manager Cinematic Arts Productions

Jan 2023 - Present

- Oversaw production for multiple feature films, managing budgets exceeding \$5 million.
- Coordinated daily production activities, ensuring adherence to timelines and quality standards.
- Implemented innovative scheduling techniques that improved crew efficiency by 20%.
- Collaborated with directors and producers to align creative vision with practical execution.
- Negotiated contracts with external vendors, achieving a 15% cost reduction.
- Trained junior production staff, enhancing team capabilities and performance.

Production Coordinator Visionary Films

Jan 2020 - Dec 2022

- Assisted in the planning and execution of film projects, ensuring resource availability.
 - Facilitated communication between departments, improving project flow and collaboration.
 - Monitored daily production reports to track progress and address any issues promptly.
 - Managed logistics for on-site filming, including location scouting and equipment rentals.
 - Conducted budget reviews and adjustments to stay within financial constraints.
 - Developed and maintained production schedules, enhancing overall project management.
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EDUCATION

Bachelor of Fine Arts in Film Production, University of Southern California

Sep 2019 - Oct 2020

ADDITIONAL INFORMATION

- **Technical Skills:** Production Management, Budgeting, Scheduling, Team Leadership, Negotiation, Process Optimization
- **Awards/Activities:** Received the Best Production Management Award at the National Film Awards 2022.
- **Awards/Activities:** Successfully reduced production costs by 25% over three consecutive projects.
- **Awards/Activities:** Enhanced project delivery speed by implementing new workflow systems, achieving a 30% faster turnaround.
- **Languages:** English, Spanish, French