



# MICHAEL ANDERSON

## Unit Production Manager

Detail-oriented Unit Production Manager with a focus on animation production, possessing a unique blend of artistic vision and technical expertise. Over eight years of experience in coordinating animation projects from concept to completion, managing creative teams and timelines effectively. Renowned for the ability to foster collaboration between artists and technical staff to achieve seamless integration of visual and audio elements.

### CONTACT

- (555) 234-5678
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- San Francisco, CA

### EDUCATION

#### Bachelor of Fine Arts in Animation

School of Visual Arts  
2016-2020

### SKILLS

- Animation Production
- Team Coordination
- Budget Management
- Creative Collaboration
- Project Management
- Technical Skills

### LANGUAGES

- English
- Spanish
- French

### WORK EXPERIENCE

#### Unit Production Manager

2020-2023

Animation Studios

- Coordinated production for over 15 animated feature films, overseeing all aspects of production.
- Managed teams of animators and artists, ensuring alignment with creative vision and timelines.
- Implemented project management tools to streamline workflows and enhance productivity.
- Monitored budgets of up to \$2 million, achieving a 20% reduction in costs through strategic planning.
- Facilitated communication between departments to resolve issues and enhance collaboration.
- Mentored junior production staff, fostering a culture of creativity and skill development.

#### Production Assistant

2019-2020

Creative Animation Group

- Supported the production process for animated shorts, contributing to storyboarding and design.
- Managed logistics for animation shoots, ensuring equipment availability and readiness.
- Maintained schedules, tracking progress and reporting to production managers.
- Assisted in budget tracking, ensuring adherence to financial guidelines.
- Documented production procedures, contributing to process improvement initiatives.
- Participated in creative brainstorming sessions to develop innovative animation concepts.

### ACHIEVEMENTS

- Winner of the Animation Excellence Award 2022.
- Successfully led a project that increased viewer ratings by 30% for a popular animated series.
- Implemented a new workflow system that improved production efficiency by 25%.