

# LAUREN KRAMER

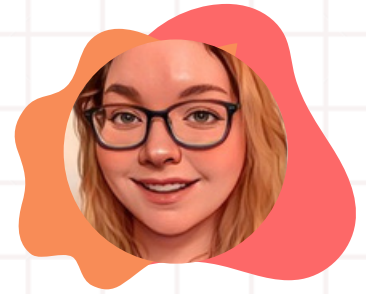
## ◆ Production Management ◆

✉ Lauren@feersonne.com

☎ 949-394-5799

🌐 www.feersonne.com

📍 Glendale, CA



A compassionate leader who strives to bring experience and passion for Artistry and Production Management together. Enjoys working with teams on creative and challenging projects. Knowledgeable of Film and TV schedules and pipelines. Outside of work, participates in different social groups: Japanese street fashion, RenFaire culture, and camping with a group called the Monster Rangers.

## ✿ EXPERIENCE ✿

### The Third Floor Inc. | 2024-present

#### Production Coordinator: Previs and Postvis

- Coordinator for multiple Previs and Postvis projects for TV and Film projects.
- Focus and update a show's Actuals document for Production and Casting.
- Created Productivity and shot Priority reports to send to client and internal reps.
- Handle Time Card wrangling and approvals for assigned shows.
- Delivered shipments via Aspera to clients and ingested received footage.

### Nickelodeon Animation Studios | 2021-2024

#### Asset/Design Production Coordinator: Monster High

- Managed the Design and Asset department for the show.
- Trained multiple production assistants on Shotgrid, CG Pipeline, schedules, and archiving.
- Tracked daily tasks and milestones based on Production schedule in Shotgrid.
- Worked as a liaison between Nickelodeon and co-partner Mattel during Design meetings.
- Ran and surveyed internal Design reviews in-person and zoom.
- Assigned and tracked tasks given to In-House and freelance artists.
- Sent design materials to vendor and Mattel studios.

### Dreamworks Animation Studio | 2019-2021

#### CG Production Coordinator: Fast and Furious Spy Racers

- Managed Animation, Crowds, FX, and Lighting/Comp departments for the show.
- Helped Animation and Comp supervisors track of their department goals in Shotgrid.
- Drove and took notes for multiple department review sessions.
- Created and managed Google docs for each department to utilize and input data.
- Worked with the Design department to create and launch colorscripts with the artist(s).
- Packed and sent assets, FX, and comp gizmos to partner studios.

### CBS | 2017-2018

#### VFX Production Coordinator: Star Trek Discovery

- Coordinated with VFX vendors on rewarding shots, sending and receiving shots and materials, critiques from VFX supervisors and executives.
- Managed each episode, including archiving materials in Shotgrid.
- Took charge of updating production weekly schedule and episode(s) status.
- Coordinated reviews and vendor query sessions with VFX editors and supervisors.

### CoSA VFX | 2016-2017

#### VFX Production Coordinator

- Coordinator for multiple TV shows and clients. Assigned as head coordinator for Gotham S3.
- Built, managed, and took notes for projects using FTrack.
- Started SCRUM style teams and helped delegate tasks and daily check-ins.
- Created relationships between artists and production with comradery and transparency.

### Other Positions

- 2D Compositor - **Six Point Harness** (2019)
- VFX Production Coordinator - **Entity FX** (2014-2015)
- Assistant Stereoscopic Artist - **Walt Disney Animation Studios** (2012-2013)

## SKILLS



Shotgrid

Google Suite

Adobe Suite

Microsoft Office

MediaShuttle

Aspera/Signiant

Maya

Nuke

Windows/IOS/Linux

FTrack

Filemaker

## Education



**Art Institute: CAOC**  
Class of 2009

Bachelor of Science:  
Media Arts and  
Animation