

LAUREN KRAMER

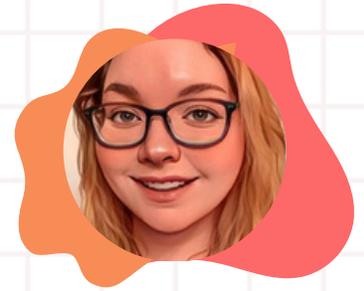
◆ Production Management ◆

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📍 Glendale, CA



* ABOUT ME *

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, and is adaptable to sudden production needs. Outside of work, participates in different social groups: Japanese street fashion, RenFaire culture, and camping with a group called the Monster Rangers.

* EXPERIENCE *

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 how to use Shotgrid, understand the CG Pipeline, follow 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 the Animation and Comp supervisors stay on 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 boards which showed the weekly schedule and episode(s) status.
- Coordinated review sessions with VFX editors and supervisors. Duties included: taking notes, bringing up queries from the Vendors, and checking continuity while watching shots in sequence.

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 closer relationships between artists and production by developing comradery and transparency.
- Ingested footage sent from clients.

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

Education



Art Institute: CAOC
Class of 2009

Bachelor of Science:
Media Arts and
Animation