

Tanya Cabral Freelance Line Producer & Production Supervisor **510.207.0965**
tanyacabralproduction@gmail.com

Objective: My overall objective is to bring my thirteen years of experience in budgeting, crew and vendor relationships, excellent paperwork, trouble shooting and assisting the production on many levels to assist you on a successful project.

Freelance Line Producer

Los Angeles / Northern CA / Arizona (09/2010 – Present)

Duties include, but not limited to, creating the bid (budget), hire crew, coordinating talent schedules, communicating with the client and talent, overseeing the production team and production needs.

Production Companies: B2+, Super Deluxe, C2K & Troika Production Group, The Digital Golem

Credits: NBC + Kay, BET, Various Web Series, ABCFamily, A&E, J3 and E! + Pantene, Movie: “Fandom, The Movie”

Freelance Production Supervisor, Production Manager

Los Angeles / San Francisco / Colorado / New Orleans / Arizona / Oregon / South Dakota / Wisconsin / Tennessee / Virginia (06/2006 – Present)

Duties include, but not limited to, assisting the producer. Maintaining the budget and calculating timecards, balancing petty cash, ordering equipment, overseeing coordinator & PA's.

Production Companies: MediaMonks/York Productions, Acres, loyalkaspar, Pellinore Productions, Inc., Revel Pictures, LLC, Engine Room, Big Picture Co., B2+, Durable Goods, US Production Services, Troika Production Group, Corser, Inc., Vimby, LLC, Stardust Visions, Smuggler, NATIVE, Three(One)O, Light Switch, Inc., Rella Group, Impossible, 3455 Productions, LLC, Solid, Viewpoint Creative, Ranch Exit Films, Image Streams, Inc., Kandoo Films, Inc.

Credits: GoPro, Airbnb, Acura, Outsiders TV Show Promo, DIRECTV, Kim Kardashian, Scotties Tissue, Penn Mutual, Pillsbury, Cars.com, Hallmark, ABC, VW, Film4, Univision, E!, The Safeway Foundation, Disney, Walmart, Colcci, Scentsicles, PG&E, Showtime, GoDaddy, MovieTickets.com, Nike, Wisconsin Winter Tourism, US Education, Sinai Heart, Candie's, Dish, Sci vs. Fi: Mass Effect 2, Fox, CHP, Hyundai, Food Network, HGTV, WB, CBS and Toyota.

Freelance Assistant Production Supervisor, Production Coordinator, APOC

Los Angeles / San Francisco (08/2004 – 05/2015)

Duties include, but not limited to, assisting the production manager, overseeing the production assistants and runs, creating and providing PO's and other financials, pre-pro book and call sheet.

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Production Companies: Pellinore Productions, Inc., Longridge Productions/AV Squad, GARTNER / TWC Films, Third Story Films, LLC, Engine Room, mOcean, B2+, McMann Tate & Stephens, Three(One)O, Bootleggers/Flodell Films (Sweden), La Banda Films, Provida Life Sciences / Alchemy, Troika Production Group, Safehouse Pictures, Moxie Pictures, Tyler Gourley Photography, RSA, Newhouse Films @ Crossroads, Original Films, Damon Live Action, Surrogate Films, 3455 Productions, Black Dog Films / RSA, Motiv Films, Space Program, National Banana, Soapbox Films, Science + Fiction, The Syndicate, Crossroads, Planet 3 Productions, Bottom of the 9th/Corser, Inc., Kandoo Films, Box Fresh Pictures and Thomas Winter Cooke, Inc.

Credits: E*Trade, LA Clippers, Phillips' Digestive Health, VW, Royal Purple, Discovery, E!, McDonald's, Verses and Flow, Walgreens, Cartoon Network, DirecTV, American Idol, JC Penny, X Factor, Modelo Especial, ABC, Food Lovers, CW, US Government, AT&T, L.L. Bean, Mitsubishi, KIA, Saturn, Tropicana, Video Game: Sci-Fi "Dead Space/Fable 2", Artist: Solange, Artist: Nellie Furtado, ABC, Home Depot, Subway, STARZ, Energizer, Dr. Scholl's, Disney, Six Flags, CBS, TV Guide Channel, WB, Suzuki, Artist: Nelly Furtado, UPN, HGTV, Cincinnati Bell, FOX, NCAA March Madness with Samuel L. Jackson, Sanderson Farms, Bennigan's Restaurant and Animal Planet.

Freelance 2nd Assistant Director (Non-Union), Talent Wrangler or Escort
Los Angeles / Arizona (03/2004 – 01/2016)

Duties includes, but not limited to, overseeing the talent in and out of make-up and wardrobe, providing talent to the 1st AD on set, escorting talent, talent paperwork, call sheets and photos.

Production Companies: Hub Strategy, B2+, NBC, Troika Production Group, Johnson Burnett and Kandoo Films, Inc..

Credits: MLB Oakland Athletics, Disney, NBC, HGTV, ABC and CBS.

Talent Producer, Talent Coordinator, Programming Coordinator
Los Angeles, Ohio, Las Vegas, Aspen, CO (11/2007 – 07/2015)

Duties include, but not limited to, communicating with client, talent managers, agents and talent for all travel, dietary, transportation, rider needs and relaying them to the correct departments for execution.

Companies: DigiFEST, Inc., Engine Room, loyalkaspar, TBS, HBO

Credits: DigiFEST Cleveland (Live Event), Doc McStuffins School of Medicine, TNT Procedurals, The Comedy Festival Las Vegas 2007 & 2008 (Live Event), The U.S. Comedy Arts Festival 2007 (Live Event)

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Transportation Captain, Travel Coordinator, Hotel Coordinator, Travel Assistant
Los Angeles, Las Vegas, Aspen, CO (02/2005 – 11/2006)

Duties include, but not limited to, scheduling and ordering all vehicles for talent and personnel, overseeing crew, maintaining hotel lists, flights and requests for guests, maintaining grids and answering phones and communicating needs with other departments.

Company: HBO

Credits: The U.S. Comedy Arts Festival 2005 & 2006 (Live Event) and The Comedy Festival Las Vegas 2005 & 2006 (Live Event)

Production Secretary

Orange County, CA (05/2004)

Duties include, but not limited to, assisting the director in maintaining his calendar, answering phones, filing paperwork, spreadsheets.

Company: DGPP, Inc.

Credit: Movie: “Dating Games People Play”

Locations Assistant:

San Francisco (09/2003 – 10/2003)

Duties include, but not limited to, assisting the location manager with door to door survey, posting flyers, maintaining facilities on site as needed, opening and closing the locations.

Companies: STF Productions, Inc., The Californians, LLC

Credits: America’s Most Wanted and Movie: “The Californian’s”

Production Assistant

San Francisco, Los Angeles (07-2003 – 05/2005)

Duties: Assisting the production coordinator in the office or on set for the overall success of the production.

Companies: MGM/Brookwell McNamara Ent., Margolis/Avoca Productions, 7 ate 9, Kandoo Films, Inc., Kodak/Panavision/Film Alliance, Telepictures Productions, Zukor Pictures, Freemantle Media/19 T.V., Shadow Machine Films

Credits: Movie: “Cutting Edge: Going for the Gold”, TV Show: “In Search of the Partridge Family”, Pixel, CBS, Showtime, Short Film “Birth of Industry”, Artist:

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Independent Freedom Fighters, TV Show: Eliminate, Movie: “No Pain, No Gain”,
American Idol, Movie: “The Zodiac”.

Computer Software:

Hot Budget, Showbiz Budgeting, Point Zero Budgeting, Pilotware (FileMaker Pro),
Excel, Word, Powerpoint

Educational Information:

Academy of Art University, San Francisco, CA: BFA Motion Picture / Television
May 2003

Chabot Junior College, Hayward, CA: AA General Education
May 1996

Hobbies:

Photography, Volunteering, Bread Baking, Traveling.

References are available upon request.