

# Jason Figueredo

Film, TV and Video Producer & Writer

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## **Producer, Writer, Director, Editor, Animator - Freelance Film, TV & Video** (January 2015 - Present)

- Freelance motion graphic animation credits include Disney Upfronts 2022 presentation, EK Creative (digital retail promo videos), legendary 1960's UK band The Zombies's lyric video for "Christmas for the Free", and much more.
- Created/animated Loop Troupe's "The Channel Changer" webisode, and televised commercial for Texicana Grill.
- Produced, wrote & directed a feature-length film titled "SUBLURBIA." Writing various film and TV scripts/treatments.
- Producer, Production Manager & Location Manager on numerous short film projects.

## **Writers' Assistant - World Wrestling Entertainment, Inc.** (July 2019 - September 2020)

- Participate in, and take detailed, accurate notes in Creative Team discussions and meetings with the Chairman.
- Format, monitor & update scripts and other important documents related to story, talent, and production elements.
- Disseminate necessary ideas & information across multiple departments ensuring their correct execution in weekly televised live productions, as well as for other company processes.

## **Administrative Assistant, Public Programming - The Paley Center for Media** (March 2019 - July 2019)

- Organized documents and spreadsheets that detailed the coordination of company programs (events, panels & exhibits) to discuss topics in the entertainment & media businesses, such as PaleyFest NY & LA, PaleyLive, Paley Honors, and more.
- Attended programs to help insure their proper execution.
- Conceptualized ideas for programs and conducted research to ensure thorough analysis of predetermined programming.

## **Phones Assistant - Scott Rudin Productions** (October 2018 - February 2019)

- Managed company correspondence, answered and rolled phone calls, emails and disseminated information.
- Provided all-around administrative support to busy film & TV producer's office which included preparation for meetings, kept notes and documents organized, compiled research and lead/oversaw the completion of various tasks amongst other office employees and interns for executive's personal & business affairs.

## **Program Management Intern - Producers Guild of America** (August 2017 - December 2017)

- Helped coordinate screenings/events and created reports to organize data for reference in future events.
- Ran errands, directed phone calls & emails to share information members & affiliates.
- Assisted in the coordination & execution of the PGA's Produced By NY Conference 2017; assisted talent & speakers.

## **Broadcast Operations Intern - LXTV, NBCUniversal** (January 2016 - May 2016)

- Provided general assistance to all areas of production (including pre & post) for lifestyle/reality TV programs on NBC channels such as George to the Rescue, Talk Stoop, 1st Look and New York Live among other programs.
- Helped analyze budget optimization, scheduling, travel as well as other logistics for crews and on-air guests.
- Edited promos for aired shows, commercial for sponsored products and clips for social media.

## **Digital Video Intern - CNBC** (August 2015 - December 2015)

- Worked with producers to conceptualize, shoot and edit original digital video content for CNBC.com.
- Organized meetings and travel for CNBC employees and on-air guests to coordinate projects.

## **Project Recruiter - Careers Inc.** (January 2014 - July 2015)

- Searched for and screened candidates to place top talent within multinational organizations; negotiated between parties.
- Researched various complex industry business processes.

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## **Brooklyn College's Feirstein Graduate School of Cinema**

MFA in Producing (Film, TV & Video) - Graduation: May 2018

## **SUNY New Paltz - State University of New York**

BA in Public Relations (Minor in Theatre) - Graduation: December 2013

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### **Skills**

- Concept Bibles, Pitch Documents, Presentations
- Editing video, audio, photos, motion graphics
- Project Development & Execution
- Scheduling & Budgeting
- Media Strategy
- Team & Information Management

### **Technical Proficiencies**

- Adobe Suite (Photoshop, Illustrator, Premiere, After Effects, Character Animator, etc.)
- Final Cut Pro X and Logic Pro X (Video & Audio Editing)
- Microsoft Office / Google Docs
- Movie Magic Budgeting/Scheduling
- Final Draft Screenwriting Software
- Various cameras and audio operating equipment