

Garret Scullin

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SUMMARY OF EXPERIENCE:

Experienced Professional in the Television, Film, Home Video, Online Marketing, and Music industries. Experience in corporate and boutique agencies. Familiar with client services, reports, digital asset management, music supervision, media clearance/licensing and trafficking artwork/media through approval process. Skill with Creative, Technical, Administrative, and Operational workflow. Highly organized & detail oriented.

TECHNICAL SUMMARY:

Mac/PC, MS Office, Adobe Creative Suite & Photoshop, FTP (including Hightail, Box, iCloud), Final Cut Pro, Avid, FileMaker Pro, EP Movie Magic Budgeting, SAP, Aspera, Toast Titanium, QA/Testing on browsers and platforms. Very familiar with processes of Purchase Orders & Invoicing. Experience with production and post-production workflow, and delivery methods.

PROFESSIONAL WORK EXPERIENCE:

2008 – 2016

Outlaw Laboratories (TV+Film Production & Post-Production)

Project Manager & Coordinator / Coordinating Producer / Office Operations / Music Supervisor

- Liaison with the shows' production & post-production teams for all deadlines and materials.
- Prepare initial production/post budget and schedules with producer, adhering to client budget and creative.
- Receive & log media/tapes/elements for incoming projects and traffic to producers/editors.
- Keep detailed daily record of post-production team's hours and internal edit bay usage.
- Maintain company production calendar in conjunction with Producers and facilities schedule.
- Request and negotiate bids from vendors on equipment rentals/dubs/purchases/etc.
- Prepare playback reel logs & final delivery paperwork.
- Function as in-house Music Supervisor, working with music labels, libraries, & composers. Clearance and licensing individual cues and preparation of final delivery cue sheets.
- Obtained licenses for footage and still photo clearance.
- Prepare project estimates and invoices for clients. Track Purchase Orders, billing and collection, and cost reports.
- Familiar with SWIM/InvoiceWorks (Viacom Networks online billing system).
- PROJECTS/CLIENTS: VH1, MTV, Comedy Central, Participant Media/Pivot, AMC, CMT, Den of Thieves, Nickelodeon, Done+Dusted, NBC, ABC/Oscars, Don Mischer Productions, Dick Clark Productions, Bounce/AEG, Chevrolet, Kia Motors, DreamWorks Animation, Ryan Seacrest Productions... and many more.

2007 – 2008

Fishegg Films, Inc. (Film/TV Production & Post-Production)

Post-Production Coordinator / Music Supervisor

- Coordinated award show nominee clip packages.
- Negotiated music licensing for multiple projects.
- General office & production coordination, working closely with Producer/Director.

2006 – 2007

Walt Disney Parks & Resorts Online

Junior Producer / Junior Web Designer – Virtual Magic Kingdom & Advanced Projects Dept.

- Edit & publish daily website content to VMK.COM (the home to Disney's Virtual Magic Kingdom MMOG) using a proprietary content management system. Create new content under direction of Operations Producer.
- Work with visual designers & web developers to keep content/functionality of the website current.
- Generate weekly reports of online game metrics from Hitbox and various sources.
- Assist VMK Operations Producer in coordination of in-Park activities at Walt Disney World & Disneyland Resort.
- Coordinate the Advanced Projects team Project Managers with labor resource plans and scheduling.
- Contributing to reports on promotional initiatives and online community activity.

2005 – 2006

E! Entertainment (Contract)

Interactive Traffic Manager – E! Online Creative Services Dept.

- Worked with Creative Director, Sr. Accounts Manager, and Sr. Art Director to manage interactive projects from “Work Order” stage through production and delivery. Projects included: websites, email, and banners for E! Entertainment and Style Network.
- Provided support and implementation of calendars for design team. Managed assets and content from various departments (Marketing, Promotions, On-Air design, Editorial) that would be used in projects.
- Routed layout, copy, proofs, & images for approval and required sign-offs from internal agency groups.

2005

Warner Bros. Online (Multiple Contracts)

Multi-Media Coordinator / Reports Analyst / Marketing Promotions Specialist / Ad Operations Specialist

- Facilitated workflow between Strategic Marketing Dept & Multi-Media Tech Dept, by ordering dubs, encoding, delivery, & distribution of digital assets and content for websites.
- Coordinated and tracked progress of Strategic Marketing Dept. outreach to partner and promotional websites.
- Identified site structure for proper Hitbox coding on WB websites & created coding instruction documents for implementation of Hitbox code.
- Assisted Sr. Reports Analyst to provide statistical analysis on site performance and user behavior.
- Worked directly with Marketing Manager and Sr. Marketing Specialist on outreach to potential online partners for promotion of WHV, HBO, WB Animation, and Warner Bros. soundtrack releases.
- Programmed online ad campaigns using DoubleClick/DART and NetGravity AdManager.

2004 – 2005

Warner Bros. - GDMX (Contract)

Senior Production Scheduler

- Coordinated all phases of DVD production through delivery of approved disc.
- Tracked receipt and processing of all DVD elements such as, video masters, audio, subtitles, menu art, menu animation, and closed captions.
- Tracked receipt and processing of all elements, including video masters, audio, subtitles, menu art, menu animation and closed captions.

2004

Prologue Films, Malibu, CA

Production Coordinator

- Directly assisted Creative Director Kyle Cooper, Producers, and Technical Producer.
- Maintained incoming assets from clients, prepared purchase orders/expense reports, covering phones, maintained deliverables schedule with producers, researched upcoming projects, and script coverage, runs, deliveries, travel.

FILM/TV PRODUCTION & MUSIC CLEARANCE EXPERIENCE:

- 2013 – Producer – “RecA113” (Short Film)
- 2011 – Editorial Consultant – SOMEFARWHERE (feature film)
- 2009 – Music Supervisor – LUCKY BASTARD (feature film)
- 2008 – Post-Production Supervisor – LEXUS NATIONAL DEALER MEETING (video packages @ corp. event)
- 2007 – Music Supervisor – CREATEASKATE.ORG (Promo DVD for non-profit educational organization)
- 2006 – Music Consultant – FOR RIGHT OR WRONG (feature documentary for Mandalay Ent. & Burton Snowboards)
- 2006 – Music Supervisor – IN THROUGH THE OUT DOOR (independent documentary)
- 2005 – Music Supervisor – STUNTWOOD (documentary for Fox Sports/FuelTV)
- 2004 – Associate Producer/Music Supervisor – FAQs (feature film)
- 2002 – Associate Producer/Music Supervisor – LUSTER (feature film)

EDUCATION / TRAINING:

- **Art Center College of Design (ACN)**, Pasadena, CA, - Advanced Photoshop | Motion Design | Web Design
- **UCLA Extension**, Music Supervision for Film – Instructors: Bonnie Greenberg & Maureen Crowe
- **Chapman University**, Orange, CA. B.F.A. in Film & Television Production