

Meera Patel

123 W Adams Ave, Detroit, MI 12345 youremail@example.com (123) 456-7890

Dedicated Producer with a strong background guiding creation of documentary films. Expertly balance and manage various production factors in a dynamic environment. Bilingual: Fluent in English and French.

Education

Bachelor of Arts (BA) Film Production

University of Michigan,
Ann Arbor, MI, 2008 - 2012

Language Fluent in French

Key Skills

- Budgeting & Cost Accounting
- Creative Content Development
- Documentary Filmmaking
- Film Production
- Marketing & Advertising
- Production Operations
- Production Permitting
- Public Relations
- Talent Recruiting
- Task Prioritization

Professional Experience

Producer

VWX Productions, Detroit, MI | 2017 to Present

- Play central role in creative development and scheduling for documentary projects
- Coordinate production budgeting, hiring, casting, and permitting activities
- Foster public interest in new films by managing press interviews and participation in film festivals

Associate Producer

Freelance, Detroit, MI | 2012 to 2017

- Organized on-time, under-budget production of 5 short films and documentaries