Rekha Krishnamurthi

NYC-based | Available in Los Angeles • 917.309.7855 • rekha@divineny.com • WEBSITE • LINKEDIN • IMDb

PRODUCTION EXPERIENCE

Role	Project	Studio / Director	Project Type	Date
Production Assistant	*Once Upon a Time in New York*	East Brilliance Film Inc.	Independent Film	09/2024-05/2025
Production Assistant	*All the Ways to Stay Awake*	Maria Calado	Short Film	08/2024-02/2025
Production Assistant	*Righteous Bikers*	Zack Bliss	Short Film	05/2025-09/2025

WORK EXPERIENCE

Warner Bros. Discovery Access Post Production Training Program 11/2025 - 01/2026
Trained by industry professionals Valerie Landesberg and Tania Romero

- Dailies management, ADR scheduling, budgeting, stock footage research, credits coordination, VFX tracking
- Post-production workflow and delivery using PIX and Scenechronize

Project Manager & Learning Design Coordinator *(freelance)* 2016 - Present
General Assembly • Bloom Institute of Technology • Year Up

- Manage end-to-end learning design production workflows, including planning, scheduling, deliverables tracking, and cross-functional team coordination.
- Lead client-facing review sessions; capture, document and track feedback, ensuring revisions are incorporated
- Lead stakeholder meetings with C-suite executives and present project status
- Utilize Slack for project coordination and communication of status updates with client success and leadership teams

Graphic Artist & Creative Producer, Divine NY Productions *(freelance)* 2020-Present

- Graphic artist for client-based private-label retail collections, logo, visual identity, and editorial projects
- Create, produce, and direct self-initiated short-form documentary projects; coordinate editorial workflows including rough cut reviews, asset tracking, versioning, and final delivery
- Manage production schedules and budgets while serving as primary liaison between editorial teams and external collaborators, overseeing communication, feedback loops, and delivery timelines

TECHNICAL SKILLS

Post Production Platforms: PIX, Scenechronize
Software: Adobe Creative Cloud (Premiere Pro, After Effects, Photoshop), Canva, Procreate, Figma
Office & Communication Tools: Google Workspace, Microsoft Office Suite, Slack
Project Management & Tracking: Asana, Monday, Airtable

EDUCATION

Certificate in Animation and Motion Design | The New School, New York | 2024
Disguise Designer Essentials Workshop (Live Production and Visual Systems) | 2025
MBA, International Business, University of Texas at San Antonio | **B.Comm**, University of Ottawa, Canada