



## CONTACT:

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## TECHNICAL SKILLS:

**Screenplay Software:** Final Draft; WritersDuet.

**Video Editing Software:** Adobe Premiere Pro, Davinci Resolve.

**Pitch Presentation:** Prezi; PowerPoint; Microsoft Word. Canva.

**Admin:** Monday.com, Mailchimp, Yamdu, Dropbox, Codaddy, All google tools.

## SCRIPT & FILM AWARDS:



## LANGUAGES:

- Portuguese (Native)
- Spanish (C1)
- English (C1)

## REFERENCES:

*"Catarina is honest, extremely hardworking, dedicated and knowledgeable. She became an integral part of the team and her English is perfect."*

- Caroline Goodall.  
 (actress / producer & founder of Gemma Productions in LA, US)

*"I found her to be self-MOTIVATED and engaging. Her enthusiasm and charm were infectious. That trait cannot be underestimated in stressful situations."*

Garen Daly  
 (festival director from Boston SciFi Film Festival, MA, US)

*"Catarina inspires confidence, is always on time and gives of her best all the time."*

- Karen James. (client, UK)

Contacts upon request.

# Catarina De Cèzanne

Screenwriter / Production Coordinator  
 Film & TV experience




## SUMMARY

As a seasoned Screenwriter, Film Festivals programmer and Production Coordinator with experience working for large and small teams, on set as well as in the office, I bring a wealth of experience to the table, covering everything from **development** and **pre-production** to **post-production** and **distribution**. My portfolio includes a diverse range of TV series, films, and shorts, spanning different genres and budget ranges. I have a reputation for being an "idea generator", hardworking, dependable and imaginative. Additionally, I have a **valid driver's license** and am eager to explore new opportunities and challenges, whether they be part-time or full-time, domestically or abroad.

## PROFESSIONAL EXPERIENCE

- **Production Office at Films & Casting Temple** Jan 24 - Jul 24  
 Disney Studios, Moore Park. Sydney, Australia. (Full-Time)  
**Office administration, Project development, Research: Script coverage and Script analysis.** 
- **Writer/Director & Video Editor | "After Link"** 2023-2024
- **Screenwriter | Commissioned** JUL 2022 - MAR 2023  
**HORROR FEATURE SCRIPT "SHADOWS"**  
**for Films & Casting Temple**  
 Disney Studios, Moore Park. Sydney, Australia. (paid per draft)
- **Production Secretary at Southwest Productions** Apr, 22 - Oct 23  
 Lisbon, Portugal (Full-Time)  
**Funding applications; Production Booklet and Tech Recce schedules; Production Coordinator for Ads and Documentaries; Research: Script coverage and Script Breakdown.** For clients such as **Volvo, Zalando, American Express, Pandora, Peas of Heaven and Randstad.** 
- **PROD. COORD. | RESCUERS THE LAST CHANCE.** AUG - SEP22  
**DOCUMENTARY DIRECTED BY MICHAEL KING.**   
 Coordinated the US team and Portuguese team to film the Documentary in Portugal. Key responsibilities included scheduling and writing the production booklet accordingly with the director's vision. Locations scouting and permits management, dealing with suppliers as well as handling sensitive and confidential information.
- **Co-Founder & Festival Programmer** JAN 2021 - JAN 2025  
**MIDNIGHT SOUL FILM FESTIVAL.**   
 Event logistics, Festival programming, Film Judge, Film curation, partner management, communication with filmmakers, program creation, volunteer coordination and social media management.
- **Associate Producer - A Place In The Sun** JUL - AUG 2019  
**FREEFORM PRODUCTIONS (UK / PORTUGAL)**   
 Direct communication between the director and the production office. Location Scout. **Call-sheets.** Budget management and report expenses. Team coordination and leadership per episode. Shooting upsyns. Research and Co-Writing.

## TRAINING

- **AdGreen Sustainable Production** Mar 2023 
- **Safe Sets International (Covid training)** Jun 2021
- **BBC Runner | Mentorn Media "The Big Questions"** Jan 2021 
- **FEST New Directors New Films Training Ground** 2018-2020 

## EDUCATION

**Fundación Santiago Rey Fernández Latorre / Fundación Amancio Ortega**

**MASTER DEGREE IN EXEC. PRODUCTION AND AUDIOVISUAL MANAGEMENT.** 2015-2017

Covering areas such as Journalism, Documentary and Interactive Documentary. Screenwriting and Development. Video-Games. New Media and Intermedia. Digital Marketing. Prevision of the market needs. Box Office tendencies and Distribution. Company Management and Finance, and Audiovisual Law. 