

WERONIKA NOWICKA

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weroninowicka@gmail.com

born in Warsaw, Poland

21/06/1990

Skills

research, media production, budgeting, organizational leadership, stress management, team leadership, negotiation, organization skills, self-confidence, ability to work in highpressure environment, cost minimization

Languages

Polish - native

English - fluent

Spanish - proficient

Profile

I am a fast and accurate worker, with a keen eye for detail. Thanks to diversified professional experience I am not afraid of stress or time pressure. Challenging jobs are great opportunities for me to trial my skills and knowledge. I'm eager to work in international surrounding.

Experience

THE FILM ENSEMBLE - Freelance Production Manager 11/2015 - Present (remotely) - Warsaw, Poland

- seeking the locations
- negotiations with the crew
- managing the rehearsals, and casting
- work under big pressure of time and tight budgets
- planning a film budget
- cooperation with the director in terms of both their artistic and technical requirements

LA DANTA FILMS - Production Assistant 07/2019 - 10/2019 - Guatemala City, Guatemala

- commercial and international coproduction of feature movie Fuego
- mainly responsible for the cast and their itineraries and taking care of their comfort and bureaucracy during both their duty and free time
- direct collaboration with the producer and the director
- management of actor's weekly reports and Screen Actors Guild-American Federation of Television and Radio Artists time reports

ADELANTE SHOES CO. - Line Producer 05/2019 - Pastores, Guatemala

- first own production fully run by myself abroad (demanding project in terms of The Client's expectations)

FILO STUDIOS - 1st Assistant Director Guatemala 12/2018 & 04/2019 - Guatemala City, Guatemala

1. Commercial movie for Fritolay Guatemala
Client: Fritolay
Agency: BBDO
Dir & DOP: Manny Herrera Filo Studios
2. Music videoclip for Alex Campos and Indiomar
Dir & DOP: Manny Herrera Filo Studios

- mainly responsible for the callsheet and the process of shooting within the schedule
- project coordination
- managing the spanish speaking crew

SELINA - Coworking Supervisor 05/2018 - 10/2018 - Antigua, Guatemala

- management of cowork space in Selina Antigua
- fully responsible for creating the space and its sales and promotion strategy
- learning the worldwide standards of coworking spaces and how to manage one in terms of both building the community and introduce it to the international market
- acquire clients signing renting contracts amounting for weeks and months

HUNTER 11 FILMS - Art Director - 09/2018 - Antigua, Guatemala

- creative and teamwork skills improved
- managing a film project in a short time (one shooting day) and in minimal budget

LEMON FILM STUDIO - Production Coordinator 10/2017 - 04/2018 - Warsaw, Poland

- creating worldwide accepted production booklets
- negotiating with people on a respectful and professional basis

FILM FICTION - Production Manager 07/2017 - 09/2017 - Warsaw, Poland

PLUSH Internet campaign
HSBC Hidden Champions Internet campaign

- planning a budget
- organizing shooting and crew in last minute

YOUSSEF OUARRAK - Production Manager 05/2017 - 07/2017 - Warsaw, Poland

Letnie popołudnie
full-length one-take feature film

dir. Youssef Ouarrak
DOP Zofia Goraj

- location scouting and planning schedule
- one of the biggest professional challenges of my career. (two months of detailed preproduction with full responsibility of all the departments)

CRACKI RECORDS - Production Manager 05/2017 - 05/2017 - Warsaw, Poland

Polish - French co-production, video clip for Lomboy

dir. Mateusz Bialecki
DOP Olaf Malinowski

- first international co-production as an independent Production Manager
 - low budget, challenging script and big time limitations taught me how to manage an artistic project in the way that both the crew and The Client are satisfied
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TIMECODE FILM PRODUCTION - Second Production Manager 05/2017 - 06/2017 - Warsaw, Poland

Magne B6 campaign for Discovery

- mastered the teamwork skills and also improved the ability to be available on any hour and ready to react in case of an emergency

DIANA ZAMOJSKA - Production Manager 04/2017 - Warsaw, Poland

Hunters - short feature movie

dir. Diana Zamojska
DOP Jakub Stolecki

- learned how to combine tight budget with artistic ambitions of the director. Interesting adventure of short movie production

JAZZBOY RECORDS - Videoclip Production Manager 03/2017 - Warsaw, Poland

dir. Monika Majorek
DOP Tomasz Slesicki

- coordination and management of hiring the crew and negotiations, location scouting, and budget.
- challenging project done on a short notice and in a tight budget. Shooting in exteriors in tough conditions

TVN S.A. - Production Coordinator 11/2016 - 01/2017 - Warsaw, Poland

- coordination of tv shows production
- budgeting of television projects
- corporate production etiquette and multiple cameras studio shooting

PAPAYA FILMS - Production Coordinator 07/2016 - 10/2016

Coordination of production of commercial movies for Parodontax, Pepsi, Naleczowianka, Wyborowa, Rossmann

- responsible for location scouting, rehearsals and negotiations with the crew
- working under pressure of time and stress improved

ORKA POSTPRODUCTION STUDIO - Event & Production Manager 02/2016 - 07/2016

- coordinating the events and promoting the productions of ORKA
- negotiations and marketing
- basics of postproduction knowledge acquired

PAPAYA YOUNG DIRECTORS - Executive Producer 05/2016 - 05/2016

Commercial movie for Papaya Young Directors contest.

First commercial project.

- location scouting, selecting the best crew and the equipment that can fit in the budget
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CANAL+ ITI NEOVISION - Programming Assistant 09/2015 - 01/2016

Assisting the Programming Department in CANAL+. Learned the corporate etiquette and improved social and communication skills.

WARNER MUSIC GROUP - Videoclip Production Manager 08/2015 - 09/2015

- budget and management of the crew during the shooting
- working with the Client and meeting their expectations regarding the final results

FILMPRO MAGAZINE - Editor-in-chief Office Assistant 08/2014 - 09/2015

- translation and transcription of texts in English (mainly interviews with filmmakers from all over the world)

TRZYFILM - Assistant Production Manager 03/2015 - 05/2015

First job in tv production.

- rehearsals and location scouting
- creating production booklets and communicating with the crew in the most efficient and mannerly way

WAJDA SCHOOL & STUDIO - Freelance Assistant Production Manager 12/2014 - 03/2015

Short movie "Spitsbergen" by Michał Szczesniak produced by Studio Munka.

- First short movie production. As an assistant I was responsible for the cast and extras.

Education

University of Warsaw

Master's degree, American/United States Studies/Civilization, 2013 - 2015

Warsaw School of Economics

Graduation diploma, Postgraduate Studies of Coaching, 2013 - 2014

SWPS University

Bachelor's degree, English Translation, 2009 - 2013
