

Abby Filiaggi

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Production Manager

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Professional Experience

Juniper Street Productions - Production Assistant - *Slave Play*

Summer 2019/Winter 2020

Worked directly with the Production Manager during load in and load out. Communicated with all department heads to ensure they had the resources, like printed drawings, hardware, and paperwork, necessary for load in. Assisted in load out by taking detailed inventory of all scenic, prop, and set electrics pieces to be saved for potential remounting.

Cigar Box Studios – Project Management Intern

Winter 2019

Collaborated with project management and production management to create a system of scheduling projects through the shop from final proposal to install using Google oriented products. Assisted the shop in a changeover of software and aided in the transfer of all information.

Hudson Scenic – Project Management Intern

Summer 2019

Supported the project management team by bid preparation, gathering sub-contractor quotes, and communicating with the production management office. Worked in step with shop staff to ensure the project was brought to life within the given budget and timeframe. Tracked down vendors to provide quotes for units requiring a specialty craft or expertise. Surveyed shop fabricators to learn shop specific construction techniques as well as how to approach complex builds.

Cigar Box Studios – Project Management Intern

Winter 2018

Assisted the project management department by preparing client proposals, discussing technical construction of units, and coordinated with shop staff to organize truck packs. Involved in meetings with designers and shop heads discussing construction plans and ensuring that the integrity of the design was maintained.

Juniper Street Productions – Production Assistant - *Gettin' the Band Back Together*

Summer 2018

Worked with the Production Manager to support the design and production team, this included prop sourcing and receiving, payroll tracking, and logistics coordination. Learned about the various theatrical unions, and how to interpret their contracts for use in the production. Prepared flame certification packets, teamster coordination, and expense reports during load in to support the tech process.

Educational Experience

Purchase College – Production Carpenter - *Fen*

Fall 2019

Communicated with the Technical Director to formulate a plan for the install of a dirt covered floor and two flown mirror walls. Collaborated with all designers to practice safe working conditions and coordinate load in practices while abiding by the use of a natural substance.

Skills

Knowledge of theatrical carpentry, rigging, and welding. Basic understanding of automation and CNC practices. Proficient in Autodesk 2D and 3D AutoCAD, Fusion 360, Adobe Photoshop, Windows 10, Mac OS X, Google Drive, Microsoft Office software, and Dropbox. CPR/AED and Red Cross First Aid Certified.

Education

BFA in Stage Management/ Production Management. Design/Technology, Purchase College, May 2020

References

Irene Wang

VP of Corporate Development

Hudson Theatrical Associates

Sadie Alisa

Associate Production Manager

Juniper Street Productions

Gene O'Donovan

Production Management Professor

SUNY Purchase College

Contact Information available upon request