

IVAN GONZALEZ

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PROFESSIONAL EXPERIENCE

Acquisitions Intern – ATO Pictures, New York, NY (September 2011 – February 2012)

- Covered script and screener submissions for over 40 properties to date.
- Logged script and finished film submission information and coverage into database.
- Created Filemaker reports utilized in acquisition and production tracking.
- Researched essential project elements including cast, budget, package, production company, and sales agent for acquisition and production tracking.
- Rolled telephone calls, maintained call logs, secured travel arrangements, completed detailed expense reports, and managed schedules for executives.
- Prepared acquisition focused film festival materials for company attendees.

Sarah Lash, Head of Acquisitions, 646.292.7500

Johnathan Dorfman, President, 646.292.7500

Jesse Patrone-Werdiger, Acquisitions Associate, 646.292.7500

Casting Intern – Leftfield Pictures, New York, NY (April 2011 – August 2011)

- Performed deadline-driven Outreach, Casting, Scheduling, and PA responsibilities for multiple unscripted reality television shows.

Ryan Pender, Producer, 908.797.3718

Brooke Sabonis-Franqui, Casting Producer, 917.753.4992

Script Reader Intern – Golderest Films International, New York, NY (October 2009 – February 2010)

- Performed timely script coverage reflecting strategic goals of international sales and production financing.

Bookkeeper/Sales – The Gold Exchange, Allentown, PA (2009 – Present)

- Cashier, Sales Reporting, Accounts Payable, Budgeting, CashFlows, Variation Analyses, Office Administration, and Audit Support.

Accounting Consultant – Resources Global Professionals, New York, NY (2003 – 2009)

- Project Management Office member for several highly visible corporate financial reporting initiatives that included presenting results and recommendations to senior management.
- Coordinated logistics for multiple international training conferences located in Belgium, Malaysia, Panama, and Switzerland, attended by over 300 employees.

Accounting Manager – DoubleClick Inc., New York, NY (1998 – 2003)

Senior Associate – Arthur Andersen, New York, NY (1995 – 1998)

EDUCATION

New York University, School of Continuing Professional Studies, New York, NY, 2008

2 Year Certificate of Producing Program

Curriculum: Film/TV Finance, Story Analysis, Production Company Management, Marketing & Distribution, Script Budgeting & Production Scheduling, and Entertainment Law.

New York Film Academy, NY, New York, 2006

Certificate of Filmmaking Program

Curriculum: Screenwriting, Cinematography, Editing, and Producing while rotating between crew positions for nine 16MM films culminating in producing/writing/directing/editing a short film.

University of Scranton, Scranton, PA, 1995 - B.S. Accounting

SOFTWARE APPLICATIONS AND TECHNICAL SKILLS

EP Budgeting and Scheduling, Excel, Word, PowerPoint, Outlook, Filemaker Pro, Oracle Financials, Concur Travel and Expense, Final Cut Pro, DVD Studio Pro, Final Draft, Google Docs, Dropbox, Mac OS, Arriflex-S 16MM, Lowell Lighting Kit.

SKILLS AND INTERESTS

Conversational Spanish, Skiing, Travel, Motorcycling, Theatre, and Family Biographies.