
Daniel Alexander Huerta

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EMPLOYMENT

- 2010- Present **Columbia Pictures-Sony Pictures Entertainment**, Culver City, CA, USA
“*The Smurfs Movie*”. VFX Supervisor, Richard Hoover; VFX Producer, Maricel Pagulayan
- NYC On-set Lead VFX Production Coordinator**
- Coordinate VFX Department schedule with Line Producer, Unit Production Manager, Assistant Directors and rest of Production crew.
 - Communicate with VFX crew- Data Wranglers, HDRI Technician, Witness Camera Operator and VFX Production Assistants.
 - Liaison with Editorial for cut sequence turnovers to vendors,
 - Assist VFX Producer with Vendor bidding process; building Filemaker database; coordinate processing elements/assets; and manage trafficking and distribution between internal Production, Marketing and Vendors.
 - Facilitate VFX pre-visualization sequences and Editorial cut references approval process with Producer, Director, Editor and Studio Creative Executives.
 - Create and facilitate to Vendor procedures and work delivery process to Production and Editorial. Take notes during creative kickoffs and work progress reviews; distribute notes accordingly.
 - Liaison with Production Accounts Payable Accountant- create purchase orders, record and track department expenses according to budget; and distribute scheduled payments to vendors.
- 2008-2009 **Heist Projects**, San Francisco, CA, USA
- Freelance Associate Producer**
- Primarily responsible for setting and building digital media studio’s web-based project management database.
 - Production support- scheduling, preparing call sheets, communicating with crews, booking travel and equipment.
 - Post-production support- aiding editors and producers, logging, transcriptions and translations and trafficking digital assets.
 - Nike blog support- assisting with content creation and photo sourcing.
- 2008-2009 **Tippett Studios**, Berkeley, CA, USA.
“*X-Men Origins: Wolverine*”. VFX Supervisor, Eric Leven; VFX Producer, Carol Corwin.
Cats and Dogs 2. VFX Supervisor, Blair Clark; VFX Producer, Fiona Chilton.
- VFX Production Coordinator**
- Primarily responsible for shot tracking, digital assets, CG tests, and concept art.
 - Assisted preparing vendor specification documents for outsourcing.
 - Coordinated vendors’ external production schedules and in-house schedule.
 - Tracked assets’ secondary approval process between vendors and Production.
 - Communicated and contributed to scheduling strategy; took notes during meetings; prioritized processing of all deliveries with Editorial.
 - Oversaw and prioritized Production Assistant’s responsibilities, mainly maintenance of database integrity and set-up dailies reviews.

2008-2008

Evil Eye Pictures, San Francisco, CA, USA.

"Australia." VFX Supervisor, Dan Rosen; VFX Producer, John Jack.

VFX Production Coordinator

- Lead Sequence Production Coordinator primarily responsible for shot tracking and digital asset management of 120 visual effects shots and CG assets.
- Tracked all shot assignments and assets; contributed to scheduling strategy; documented client approval process.
- Coordinated the daily activity of artists at various stages of pipeline making sure they were inline with the schedule and communicated changes in priorities.
- Updated database; took and sent out review notes; kept accurate shot lists and progress; tracked all digital file exchange deliveries with client; arranged and prioritized deliveries with Editorial and reported daily progress to Producer.

2007-2008

The Orphanage, San Francisco, CA, USA.

"The Spirit" Senior VFX Supervisor, Stu Maschwitz; Senior VFX Producer, Nancy St. John.

Digital Production Coordinator

- Production team successfully completed post-production for 1800+ visual effects shots for Oddlot Entertainment distributed among 10 vendors globally.
- Tracked 850+ shots between 4 international vendors successfully toward scheduled delivery dates to client.
- Scheduled and set-up all low-res Cinesync reviews with vendors; reviews DI color grading and hi-res reviews; took and sent out notes; updated show's Filemaker database; and coordinated all other production meetings as required..
- Planned and coordinated daily review of vendor submissions with Editorial and made sure Editorial cut was inline with client
- Primary conduit between data wranglers and other studio support systems.
- Assisted VFX Supervisor with travel arrangements and itineraries.
- Supervised Production Assistant's duties and responsibilities.
- Onset Production Assistant for VFX element pick-up shoots.

2007- 2007

University of Michigan, eLearning, Ann Arbor, MI, USA.

Assistant Editor and Camera Operator

- Set-up studio and filming equipment and shot over 200 hours of lectures.
- Digitized captured video and edited into distance learning courses.
- Generated metadata for table of contents and uploaded interactive lectures to website.
- Coordinated organization and maintenance of digital assets and database.

2006-2007

Bridges Media Group, Chicago, IL, USA.

Production Assistant

- Assisted writing creative briefs; composed expense reports; purchased supplies; researched new studio equipment purchases/rentals; updated production calendars; coordinated travel arrangements and time sensitive deliveries.
- Onset Production Assistant for commercial shoots; helped set up green screen sets and filming equipment.

EDUCATION

- 2009- **University of California Berkeley Extension**, Berkeley, CA, USA.
MBA Foundation Certificate
- 2001-2006 **University of Michigan**, Ann Arbor, MI, USA.
BA double major in Political Science; Brain, Behavior and Cognitive Sciences;
and minor in Philosophy.
- 2004-2004 **Boston University International Programs**, Madrid, Spain.
Internship and Study Abroad Program.

SKILLS

- Languages: fluent in Spanish and basic understanding of French and Italian.
- Operating Systems: proficient in Mac, Linux, & Windows based systems.
- Microsoft Applications: Word, Excel, Outlook, Power Point, & Project.
- Databases: proficient in Shot Gun, File Maker Pro & other proprietary software.
- Conferencing Software: CinesyncPro, Meeting Maker, & Skype.
- Editing Software: moderate proficiency in Final Cut Pro, Frame Cyclor, & Avid.
- Other Software: basic knowledge of Photoshop, After Effects, Shake, & Maya.
- Expertise with various FTP software clients.

PERSONAL DETAILS

- Date of Birth 5 June 1983
- Nationality United States of America
- Gender Male
- Work Status Not under contract, available 1 July 2010
- Interests Photography, music, traveling and learning different cultures, literature, visiting museums, swimming, playing soccer, and tennis.