

CINDY QUIJADA

ABOUT ME

Enthusiastic, accomplished professional with distinguished experience developing innovative production experiences that inspire, stimulate and entertain; with proven success in dynamic environment requiring keen attention to detail. Highly focused and results oriented in supporting deadline-driven operations; able to identify priorities and effectively resolve issues.

CAREER HISTORY

Creative Producer / Production Coordinator **2012 to Present**

FREELANCE, Mexico City, MX and Greater Los Angeles, CA

- Developed and produced high-quality live performances and Short Films.
- Coordinate, budget and schedule creative high-quality productions.
- Experience producing award winning Short Films.
- Production Coordinator of Independent Feature Film "Katherine's Lullaby".

Founder / Director / Producer / Choreographer **2011 to 2014**

SPOTLIGHT MEXICO, Mexico City, MX

- Conceptualized and launched highly-regarded dance company.
- Orchestrated cross-cultural dance community with well-known International and Mexican choreographers.
- Develop creative dance events, workshops and content productions.

Dance Teacher / Choreographer **2011 to 2014**

DANTZA Talento en Movimiento, Mexico City, MX

- Inspired and mentored dancers, all ages.
- Improve hip-hop dance level using motivational techniques to build the confidence of the students.
- Played key role in success of professional talent show, "Michael Jackson Tribute"; assisted in rehearsals, fittings and event promotions.

Production Assistant / Studio Manager **2009 to 2010**

AMERICAN MUSICAL THEATER ACADEMY of London, London, UK

- Collaborated with strategic partners to create vision, meet all crucial deadlines, and excelled in studio management tasks requiring focused decision making.
- Create promotional strategies to connect American and British talent.
- Developed creative logo design and represented AMTA at London's renowned "Move It" Dance Convention.

AREAS OF EXPERTISE

- Strategic Leadership
- Film Production
- Logistics
- Management
- Administration
- Entrepreneur
- Public Relations
- Project Management
- Crisis Management

TECHNICAL PROFICIENCIES

- MS Office Suite
- Windows
- Mac OS
- Movie Magic (Budget/Scheduling)

LANGUAGE FLUENCY

- Spanish - Fluent
- English - Fluent
- French - Basic

PASSIONS

- Dance & Music
- Create
- Make Things Happen

EDUCATION & CREDENTIALS

Master of Fine Arts in Producing for Film & TV | New York Film Academy, Los Angeles, CA

Bachelor of Arts Honors in Media & Communications | Universidad Iberoamericana Leon, Guanajuato, MX

Dance & Musical Theatre Foundation Course Certification | Bodywork Cambridge Performing Arts, Cambridge, UK

VOLUNTEER EXPERIENCE

Theater Operations | Colcoa French Film Festival, Los Angeles, CA | 2018

Event Coordinator | Frijolywood Awards, Los Angeles, CA | 2018

Theater Operations | Hola Mexico Film Festival, Los Angeles, CA | 2017