

REKHA KRISHNAMURTHI

NYC & Los Angeles . 917-309-7855 • rekha@divineny.com

Experienced **Production Manager** with 10+ years of experience across diverse industries. Skilled in **leading end-to-end production** and **content development** for **film, digital media, and creative projects**. Proven ability to **manage creative workflows, timelines, budgets**, and cross-functional teams to deliver engaging, user-focused content on time and within scope. Adept at **translating creative vision into actionable plans**, balancing artistic integrity with operational efficiency. **Recent experience in indie film production**, supported by a background in visual arts and storytelling, brings a unique lens to **workflow management**, strategy and creative execution. Proficient in leveraging AI tools to streamline workflows, support content ideation, and enhance production efficiency.

Visual Artist Portfolio: <https://divineny.com/>

Film Production: <https://www.creativebusinessrules.com/>

LinkedIn: <https://www.linkedin.com/in/rekha-krishnamurthi/>

TECHNICAL SKILLS

Google Workspace | Microsoft Office Suite | Adobe Creative Cloud | Canva | Video Editing (Premiere Pro, iMovie) | AI Tools (ChatGPT, RunwayML) | Project Management Tools (Asana, Monday, Airtable)

EXPERIENCE

Production Manager, *Righteous Bikers* (Proof of Concept) 05/2025 - present

- Supporting the development of a proof-of-concept streaming show
- Prepare script breakdown by character and location, and create a two-day shoot schedule based on that analysis
- Collaborate closely with the director to develop a pitch deck that will be used to secure funding for the project

Production Manager, *Once Upon a Time in New York* (indie film) 08/2024 - 04/2024

- Managed schedules and creative workflow across pre-production and production to ensure a smooth process
- Oversaw film budget and tracked payments to ensure timely compensation to cast and crew
- Assisted in talent recruitment, auditions and drafted crew deal agreements
- Prepared script breakdown by character and location and built out shoot schedule
- Provided on-set assistance as needed and served as primary point of contact for cast and crew

Production Assistant, *All the Ways to Stay Awake* (short film) 08/2024 - 03/2025

- Worked closely with the director to develop pre-production, production and location shoot schedules
- Prepared script breakdown by location to assist with shoot schedule
- Provided support in fund-raising efforts. Reviewed marketing and social media plans.

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Production Manager, *Sad Magic Sins*

08/2024 - 01/2025

- Provided support for the production of Sad Magic Sins, an indie play that premiered at the NY Theater Festival
- Coordinated, tracked and managed the entire production timeline
- Planned and executed email marketing campaigns
- Designed original, one-of-a-kind promotional materials for theatrical play memorabilia

Creative Producer, *Divine NY & Co.* (self employed)

01/2020 - present

- Produce engaging YouTube art tutorials, handling all aspects from concept development, scriptwriting, and shot list creation to editing, music integration, and thumbnail design
- Collaborate with clients to design and deliver art workshops, for in-person sessions, virtual content, and on-demand video formats
- Manage planning and pre-production for a personal animated short film using Unreal Engine and virtual production tools
- Design illustrations and concept art for films, products, pitch decks, packaging, and books

Learning Experience Design, *various corporate employers*

2016 - 2025

Project Management | Consulting, *various corporate employers*

2011 - 2016

EDUCATION AND TRAINING

Certificate in Animation and Motion Design | The New School, New York | 2024

Children's Book Illustration | School of Visual Arts, New York | 2022

Certificate in Visual Design (UI/UX) | General Assembly | 2020

MBA in International Business | University of Texas at San Antonio, TX

Bachelor of Commerce in Finance and Information Systems | University of Ottawa, Canada