

Carla R. Lutz

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Demo Reel available at: CarlaLutz.com/Animation

EDUCATION

Ringling College of Art & Design, Sarasota, FL , B.F.A. May 2015

Major: Computer Animation; Minor: Business of Art and Design. GPA of 3.44/4.0

Exhibited two animations in the juried show: Best of Ringling, 2013; Thesis Film chosen for Best of Ringling 2015; Orientation Leader, 2012; President's List, Fall 2014; Who's Who Among Students Award, 2015.

ANIMATION & MANAGEMENT EXPERIENCE

Production Coordinator, *All Hail King Julien*, DreamWorks Animation Television, Glendale, CA, July 2016 – Present

- Successfully coordinated 10 episodes at once and ensured that each stage was completed on time.
- Trained over 5 production staff members and was responsible for overseeing and interviewing prospective interns.
- Managed over 12 entries for award submissions and designed over 30 layouts for submission to Art Director standards.
- Trained with Animation Supervisor on how to effectively note animation to achieve maximum quality under short deadlines.
- Chosen by Art Director and HR to design a poster to be gifted from the division to the heads of the studio.

Production Assistant, *All Hail King Julien*, DreamWorks Animation Television, Glendale, CA, August 2015 – June 2016

- Tracked over 400 assets and design approvals alongside the asset coordinator, gathered designs for legal review, created process documents, handled artists' technical requests, and found reference for the art director and storyboard artists.
- Provided support to the Script Coordinator by prepping for records, processing circle takes, filing away scripts on server, and occasionally taking notes in the writer's room.
- Supervised a department move of over 30 artists and served as a liaison between artist requests and facilities.

Production Coordinator Intern, Sony Computer Entertainment America, San Diego, CA, July 2015 – August 2015

- Assisted 4 different games within the Visual Arts Service Group with various tasks, including unpacking daily asset reviews and tasking out artists appropriately.
- Coordinated on a motion capture shoot as the point-person on location and utilized proprietary software to track actors data and mark the director's best takes.
- Posed animation rigs for art director review for use for a paintover.
- Received one-on-one mentoring in various aspects of gaming production management and the motion capture pipeline.

Co-Director and Lead Animator, *On the Same Page*, Ringling College, Sarasota, FL, January 2014 – April 2015

- *On the Same Page* is about a writer living in a newspaper world with nothing to write about until he is launched into an unexpected journey with his neighbor from the comic section.
- Partnered with another student to pitch several thesis story ideas to the faculty, bringing one to completion over the course of 12 months in the form of a 4-minute CGI animated short.
- Addressed critique from the faculty, boarded several sequences, animated 30 shots, and brought each asset and scene through every aspect of the CG pipeline.
- Supervised animation quality and ensured that each acting choice reflected the story arc.

Project Manager and Designer, Cirque du Soleil Project, Ringling College, Sarasota, FL, January 2014 – May 2014

- Collaborated with 3 students and a Creative Director at Cirque du Soleil in developing a new nightclub entertainment experience as part of a Leadership in Creative Environments course.
- Researched trends in nightlife and designed new and original concepts for an entertainment venue for 2020.
- Capitalized on presentational skills and successfully pitched a finished Keynote presentation.

COMPUTER AND LANGUAGE SKILLS

Advanced proficiency of Mac, PC, Microsoft Word, Excel, PowerPoint, Gmail, Shotgun Studio, Keynote, Photoshop, Premiere, and Maya. Fluent in Spanish. Working proficiency of InDesign, Illustrator, After Effects, ZBrush, Nuke, Mari, Flix, 3D Coat, Pixar's Renderman, Perforce, HTML, and CSS. Familiar with Linux.

PERSONAL

Freelance photographer. Half Marathon Runner, rock climber, and hiker. YEA! Arts Volunteer Student Arts Teacher, 2011-2015. Top 5% Honors Graduate from Wheaton North High School, 2011. Speech Team State Series Competitor, 2011. IHSA Sectional Pole Vaulter, 2009-2010. People to People Student Ambassador to Australia, 2006.