





# KATHERINE BITNAR

## CONTACT

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 Bozeman, MT  
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## EDUCATION

### Northeastern University

Bachelor of Arts (B.A.)  
Communications - Media  
*Int'l Business (minor)*  
Summa Cum Laude  
2008 – 2012

Freie Universität Berlin  
2011

New York University  
2011

Foundation for Int'l  
Education (London)  
2008 - 2009

## EXPERTISE

Microsoft Excel  
Budgeting Software  
Pointzero/Hotbudget/Showbiz  
Keynote/Pages  
Social Media Outlets  
Photoshop/Lightroom  
Client/Agency Management  
Marketing  
Event Management

## PROFILE

A Freelance Production Manager specializing in Broadcast Commercials and looking to expand my experience into long-form projects such as Episodic and Features. Having recently moved back to Montana from New York, I'm excited to pursue the opportunities my home state has to offer.

## EXPERIENCE

### FREELANCE COMMERCIAL FILM PRODUCTION

Production Manager | 2016 – Present  
Production Coordinator | 2014 – 2016  
Production Office Assistant | 2013 - 2014

- Responsible for managing commercial budgets of up to \$1M with all financial aspects of each production.
- Organize all facets of commercial film crews for :15, :30 and :60 second national ad campaigns.
- Experience filming in numerous locations, domestic and international.
- Communicate directly with global advertising agencies from inception of creative through post production.
- Oversee all travel arrangements for directors, producers and production team.
- Responsible for booking all crew and vendors while keeping within the allotted budget.

*\* A select list of production credits attached*

FRANK PR  
Publicity Assistant | 2013

- Strategized, created and delivered media outreach, press releases, print reviews and social media content for upcoming film campaigns.
- Researched media coverage and industry trends.
- Managed film premiere events, Oscar screenings and press events for a wide range of clients.

INTERNSHIPS  
NBC Networks | 2012 - 2013  
Focus Features | 2010 - 2011  
AMC Networks | 2009 - 2010

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## SAMPLE OF SELECT WORK

CLIENT	POSITION	COMPANY	LINK
NETFLIX	Production Manager	Fulwell73	<i>*to be released</i>
HBO MAX	Production Manager	Sibling Rivalry	<a href="#">click here</a>
MANGO	Production Manager	FIXER	<a href="#">click here</a>
WALGREENS	Production Manager	Tool of North America	<a href="#">click here</a>
UBER	Production Manager	Tool of North America	<a href="#">click here</a>
LENDINGTREE	Production Manager	Sibling Rivalry	<a href="#">click here</a>
FIRESTONE	Production Manager	Whitelist Content	<a href="#">click here</a>
FACEBOOK	Production Manager	Tool of North America	<i>*to be released</i>
SAMUEL ADAMS	Production Manager	Goodstory Films	<a href="#">click here</a>
YMCA	Production Manager	Whitelist Content	<a href="#">click here</a>
INTIMISSIMI	Production Manager	Stink Films – UK	<a href="#">click here</a>
VERIZON	Production Manager	Smuggler	<a href="#">click here</a>
GOOGLE	Production Manager	Brand New School	<a href="#">click here</a>
AMEX	Production Manager	Harbor Films	<i>*to be released</i>
MASTERCARD	Production Manager	The Directors Bureau	<a href="#">click here</a>
VISA / 2018 OLYMPICS	Production Manager	Imperial Woodpecker	<a href="#">click here</a>
GAP	Production Manager	Arts + Commerce	<a href="#">click here</a>
CALVIN KLEIN	Production Coordinator	The Directors Bureau	<a href="#">click here</a>
APPLE	Production Coordinator	Imperial Woodpecker	<a href="#">click here</a>
NDI – KATY PERRY	Production Coordinator	Stink Films – LA	<a href="#">click here</a>
CENTURYLINK	Production Coordinator	Furlined	<a href="#">click here</a>

*\*\*FULL LIST AVAILABLE UPON REQUEST*



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