

# Travis Andersen

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15 years in the television production industry. Strong business operations sense and a track record of leadership, on time/on budget production, team building, technical and creative expertise. Proven experience with live broadcasts, in-studio production, television production, corporate production and webcasts. Launched an entrepreneurial venture to build a production business from concept to reality.

## Core Competencies

- Production Management
- Staff Management
- Budget and Financial Management
- Team Building
- Live Broadcasts
- On-Location Shoots
- Talent Contract Management
- MAC and PC Proficient

## Career Summary

### Freelance Field Videographer & Transmissions / Field Coordinator

**Bloomberg Television (May 2013 - Present)**

Responsible for single and multi-camera setups using various cameras, including lighting and audio, with timely delivery to Producer and/or editor. As Field Coordinator, responsible for booking studios and satellite trucks across the US and Europe, specializing in live, single and multi-camera, field events.

### Founder and Production Manager

**4-STAR Productions, Tuckahoe, NY (2002 – Present)**

- Provide pre-production, production, post-production services to regional client base.
- Manages contracts, staff, and the budget.
- Technical experience using video equipment, video editing software, lighting and audio equipment.
- Works closely with each client to plan the project, execute the services and ensure client satisfaction. Establish and lead creative direction for all video productions (tone, voice, approach, treatment).
- Assistant Editor for WGBH, NOVA "Origins" and WGBH, Frontline "Sex Slaves"

Top Credits: Entertainment Tonight, Fox Sports Net, NOVA, Frontline and Bloomberg TV

### Freelance Video Media Specialist

**Federal Bank of New York (March 2016-Present)**

- Produce and determine new standard of video production for the Digital Strategy team
- Advise users on what type of equipment to use as well as how to use that equipment.
- Use technical experience with video equipment, video editing software, lighting and audio equipment to get highest quality output.
- Update and maintain all audio-video equipment.

### Freelance Video Producer/Production Manager

**Financial Times/Money-Media, New York, NY (December 2011-Jan 2014)**

Responsible for overseeing the Production and Budgeting for the video department including: Agenda, BoardIQ, Fundfire, Ignites and ODX.

- Consult with the Group Managing Editor to develop annual budget forecasts and manage the video production budget on an ongoing basis.
- Planning, coordinating and supervising all conference shoots and interviews; including hiring and managing freelance shooters and producers; onsite producing; supervising multiple shoots, liaising with speakers and conference partners.
- Supervise the post production workflow, including: hiring and scheduling of freelance editors, media management, overseeing final quality of edited video clips and ensuring final upload of content to the video platform.
- Overall management of in-house edit studio, including: organizing and labeling media, creating production schedules and updating contacts database.
- Assist in creative development of new audio and video features.
- Creating and maintaining vendor relationships.

**Director of Operations****DVdepot, New York, NY (September 2010-January 2012)**

Responsible for the operational strategy of the media division of DVdepot.

- Expanded customer based by 30% through business development efforts.
- Led 3 high profile video shoots for FOX, BET, Fashion Week resulting in follow-on business.
- Manages a team of 5 direct reports with an additional team of 5-10 consultants.
- Conducting a business process review with expected success criteria resulting in improved efficiency, accuracy of business management and budget creation.
- Creating a communication plan for connecting production, HR, Finance, post production departments to improve customer satisfaction and increase quality.

**Production Manager****Putnam Investments, TippingPoint Labs, Boston, MA (2006 – September 2010)**

Lead the daily activities of Putnam Investments Broadcast Studio, including, live shoots, video editing, audio, lighting and DVD authoring. Responsible for all video footage of the Putnam Investments CEO and Executive Management Team. Videos were used as tools for investors as well as Sales &amp; Marketing to drive core business within Putnam.

- Managed a team of 3 direct reports with an additional team of 3-8 consultants, as needed per event. Led live web cast production teams of 15-20.
- Leveraged relationships with local and national vendors resulting in savings of 20% of contract costs for services.
- Developed a process in which Production Management and Compliance worked together to ensure video content was within guidelines. Resulted in a decrease in Compliance violations (approximately 1-2 violations captured post production).
- Defined standards for live-streaming, podcasts, web compressions creating consistent website displays and increase turnaround time of videos to public customer base (improved efficiency from 7-10 days to 3 days).
- Designed and led all in-house video shoots.

**Unit Manager – National Productions & Lifestyles Unit****WGBH, Boston, MA (2000 – 2006)**

- Developed, prepared and revised production and administrative budgets of up to \$2 Million; monitor and track project expenses; prepare and present internal and funder budget review reports and estimates to complete.
- Managed production material deliverables, including rough cuts, releases, licenses and cue sheets.
- Cleared rights for footage, stills and music; and assist in the preparation of final production reports and rights profiles.
- Manage project payroll, accounts payable and receivable, cash advances and expense reports, purchase orders, journal entries, and project equipment inventories.
- Generate contracts and talent agreements and originate requests for all production insurance coverage's.
- Coordinate all project requests for computer hardware and software purchases and rentals; provide desktop computer support; and maintain project computer inventory.

**Production Coordinator - Development****Viacom/MTV Networks, New York, NY (1994 – 1999)**

- Production managed Development and Music Series, including *Tom Green Show*, *Unplugged*, *Motel California Beach House*, *Spring Break*, and *House of Style*.
- Analyzed costs and provided forecasts for budgets of up to \$3.8 million.
- Coordinated remote and studio productions; scouted locations and secured permits. Organized all essential support facilities for the production team.
- Composed and distributed daily, weekly and monthly production and shooting schedules.

**Education & Industry Groups****Bachelor of Arts, Mass Communications, Westfield State University, Westfield, MA (1994)****Board of Directors of the Boston Avid User Group (2006-2010)****Video Skills & Technology**

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|--------------------------|-------------------------|-------------------------------|
| • Avid Media Composer    | • Adobe Audition CC     | • Microsoft Office Suite      |
| • Avid 3D                | • Adobe Photoshop CC    | • Panasonic HDX 900/ HPX 2000 |
| • Avid FX                | • Adobe Illustrator CC  | • Canon EOS C-200/C-300       |
| • Adobe Premier CC       | • Adobe Encore          | • Canon EOS - R               |
| • Adobe After Effects CC | • Mac OS/ Windows 10/PC | • Sony EX1 and EX3            |