

# LOUISIANA TEKOSKY

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## PROFESSIONAL SUMMARY

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Versatile, highly organized, and solutions-oriented production professional with 4+ years of experience. Skilled in managing and leading productions, coordinating across interdisciplinary teams, and overseeing the technical aspects of marketing and promotional production. Collaborates effectively with diverse professionals to generate high-quality content and cultivate meaningful relationships.

## WORK EXPERIENCE

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### TRANSMISSION CREATIVE | PRODUCER

Los Angeles, CA  
2019-Present

- Partners with Executive Producers on all productions from concept to delivery; responsible for pitching, creative development, staff recruitment, on-set operations, and post-production.
- Determines project budgets to estimate and reduce overall project costs, working with budgets of up to \$700K.
- Designs, develops, and manages production timelines to streamline workflows, communicate efficiently, eliminate bottlenecks, and prioritize tasks across teams.
- Reviews creative scope with production crew to ensure content quality and expedite delivery.
- Engages with lead clientele to address creative feedback, shifting deadlines, and budgetary updates. Clients include: MTV, KinderBueno, Adidas, MLB, Apple, KT Tape, and Netflix.

### CIVITELLA RANIERI | ADMINISTRATIVE COORDINATOR

Umbertide, IT  
2018

- Assisted Residency Director with donation database maintenance, daily correspondence with New York office, and development of innovative global fundraising strategies.
- Led and coordinated artists' lectures and programmed weekly free community events.
- Fostered relationships with local artisans and expanded Civitella's network of sponsors by 60%.
- Generated content for social media platforms, authored publications for organization, and translated texts from English to Italian and Italian to English.

### CORNELL DINING | MANAGER

Ithaca, NY  
2014 - 2018

- Owned the recruitment of all employees and served as liaison between staff and Cornell Dining senior management and conducted all-staff meetings on a weekly basis.
- Established and maintained a reliable and consistent accounting strategy and oversaw inventory within stringent budget specifications.
- Developed and implemented ecologically-friendly business practices and created and ran limited-time promotions which brought cafe's customer base to an all time high.

## SKILLS & TOOLS

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- Adobe Indesign, Photoshop & Premiere Pro
- Microsoft Office
- Google Suite
- Writing
- Creative Content Development
- Team Leadership
- Production Operations
- Project Management
- Task Prioritization
- Self-Starter

## EDUCATION

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CORNELL UNIVERSITY | CLASS OF 2018 | *magna cum laude*  
B.A. Comparative Literature, B.A. Italian

Ithaca, NY