

TEEADORA PAZ

Producer / Stage Director

T:979.315.9245 E: productions@teeadorallc.com

PROFILE SUMMARY

Highly organized and creative Film Coordinator/Producer with over [10] years of experience in managing all aspects of film production, from pre-production through post-production. Adept at handling complex schedules, budgeting, and coordinating between departments to ensure seamless operations on set. Proven track record of working with directors, talent, and crew to deliver high-quality content on time and within budget. Strong ability to multitask, problem-solve, and adapt to fast-paced environments. Expertise in securing locations, permits, and coordinating logistics for both studio and on-location shoots. Passionate about bringing stories to life and ensuring that every production runs smoothly.

SKILLS:

Coordinating, Marketing Management, Social media management, Microsoft Office Suite (Word, Excel, PowerPoint, and Outlook) Adobe Creative suite (Premier, Pro, Studio Binder, Celtx, EP, Scenchronize, Dramatify, Casting Networks) Languages (English / Spanish / French) event management and planning. Excellent ability to schedule assist team in creative marketing, tours, Concert Publicity, Scriptwriting, Ensuring and Providing Exceptional Support and Coordinating with the Sales and Marketing Team, Coordinating schedules and managing Talent.

WORK EXPERIENCE:

Casting Associate

JUNE 2018 - 2022

Z Casting

- Talent Coordination, Union -Non Union Contracts (Food, lodging, transportation) Mediate with talent managers & agents.

Director / Producer Digital Asset & Graphics

MARZO 2018 – DIC 2019

Teeadora

“Los Rostros de Llopiz” Docu Short”

Production Coordinator / Producer digital asset & graphics Director / Producer: “Los Rostros de Llopiz” Talent Coordination, Post Production Coordinator , Daily progress sheets, scheduling, Location scouting including permits acquisition, Sponsorships and equipment handling.

Production Assistant

Sentido Comun.tv

JUNE 2013 – JUNE 2016

- Schedule talent, staff and production teams agendas. Preliminary schedule, transport details, Equipment.
- Coordinate ground transportation for events, traveling, emergency strategies, research, location scout safety hazard prevention & verification, permits and release forms
- Verify equipment, cameras, laptops, phone , batteries , cables and other Carry on Digital technology
- Maintained an extremely high-level of confidentiality and privacy.

CASTING ASSISTANT

Promo Films

MARZO 2012 – DIC 2012

- 12 Corazones: Telemundo
- Supervises all talent relations for all scripted talent located in US and Latin America, etc.
- Assist Casting manager to schedule, casting sheet talent proposal
- Supervises team on talent invitations to carpets, events, after party and coordination of all logistics

- Works with talent management and event coordination in relation to Billboard, Latin AMAs, iHeartRadio or any other promo/press/radio related matter.

FILMS

EL CUARTITO
LOS ROSTROS DE LLOPIZ
MARCI X
JUANITA TANGIER

CASTING
DIRECTOR/PRODUCER
DANCER
CHOREOGRAPHER

Dir. Marcos Carnevale
Dir. Stephanie López
Dir. Richard Benjamin
Dir. Farida Benlyazid

CINE FIESTA SHORT FILM FESTIVAL
EUROPEAN FILM FESTIVAL OF PR

PRODUCTION STAFF
VIDEO GRAPHER

Foundation Cine PR
The French Alliance of PR

THEATER

THE CHALLENGE OF LOYALTY
VIRGEN COUPLES
MARKED LIVES

PRODUCER
BTS /VIDEO PRODUCER
BTS VIDEOGRAPHER

Gerardo Rodrigues Productions
Gerardo Rodriguez Production
Gerardo Rodriguez Production

EDUCATION:

University of Sacred Heart San Juan, PR

- Bachelor of Arts in Communication Digital Film Production

MAY 2019

FULL SAIL UNIVERSITY

- Digital Cinematography

AGO 2012 - 2013

AFFILIATIONS

- SAG-AFTRA
- BMI PUBLISHING

REFERENCE

Casting Dir. Zoraida Sanjurjo López: Professional 787-536-7109

Casting Director: Nikki Parra: 787-608-8816 Professional