

## Cream Electric Art

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We are looking for a Senior Producer!

We are a Sydney based creative production studio, specialising in CGI and retouching, creating assets for print, online and TVCs. You need to be super organised, motivated and creative thinking, with an eye for detail.

Core aspects of the role include:

- Ability to work within and manage a creative team of both local and overseas artists is essential.
- Working across whole projects from taking initial brief, working on the creative pitch, production of project including budgeting & scheduling.
- Knowledge of procedures specific to photography, CGI, Motion.
- Team player mentality: working closely with the CD, Production team and digital artists (both local and international).
- It's important that you have a good creative eye, and an eye for detail and a sense of humour!

Requirements:

- Excellent communication skills: You will be communicating with internal teams as well as client facing.
- Proficient in using Excel, Keynote, Smartsheet, Streamtime or similar. Basic knowledge of Photoshop.
- Knowledge of production and planning processes required in shoots for stills and live action.
- Ability to work on multiple projects, both monitoring and planning.
- You will be working with the Creative Director and heads of sales to establish project needs - starting budgets, schedules & potential resources.
- You will be working actively on initial creative pitches with the CD and heads of sales.
- Ability to organise team meetings, assist in researching and allocating resources, traffic the work in progress, ensuring that we meet approved schedules and budgets.
- Management of client expectations throughout the production process.
- Availability for early morning starts is often required on overseas projects.
- Need to have a knowledge of project management and procedures specific to CGI, Motion and Print.
- A good understanding of working procedures within photography, animation, VFX and print.