



KYRA HERON

Production Management

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WORK EXPERIENCE

Dark Days and the Dawn, Acoustic Pictures
Locations Production Assistant | March - June 2023
Director | Talia Lugacy

- Assisted the locations department in researching and scouting locations within downtown Savannah, Georgia.
- Aided in contacting local businesses and residences for locations.

Plumbpro (Call the Pro's), INEX Productions
First Assistant Director | May 2023 - July 2023
Producer | Cameron Conroy

- Worked with Producer to break down the script to create an efficient schedule for the production.
- Created a schedule for all crew members to follow for the shoot day.
- Led the team during the production date and got everyone out on time and schedule.
- Troubleshoot any problems while on set.

One Fat Frog Digital Media Department
Intern | June 2021 - September 2021
Videographer | Ryan Dean

- Created promotional content to advertise the company, as well as the company's start-up business clients.
- Created graphics for social media.
- Produced, directed, and edited numerous promotional videos.
- Curated and publicized, on average, four videos a week.

The Talk, Shoot The Box Productions
Producer's assistant | October 2017 - January 2019
Producer | Nikki Wilson

- Assisted the producer in numerous productions.
- Filing paperwork.
- Relaying information.
- Retrieving necessary equipment for the production company.

EDUCATION

Savannah College of Arts and Design
Film and Television - BFA
Graduation Date - May 2024

Certifications

PA Bootcamp | DGA Witt Lacy | 2023
AD Bootcamp | DGA Witt Lacy | 2023

Adobe Premiere Pro certification | 2019
Adobe Photoshop certification | 2021

PROJECT EXPERIENCE

Too Late with Andrew Badami | Multi-camera
late night talk show
Producer | 2023 - 2024

America's Consequence: The Game Show | Short film
Unit Production Manager | 2023

Tours and Attractions EP. 1&2 | Multi-camera
sitcom
Floor manager | 2022 - 2023

Happy People | Feature film
Producer | 2022 - 2023

Epilogue | Short Film
Producer | 2022

Ruby's Revenge | Short film
Second AD | 2022

Awake | Short film
Line producer | 2021

SOFTWARE

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|------------------------------|-----------------------|
| • Movie Magic
Scheduling | • Adobe Premiere Pro |
| • Movie Magic
Budgeting | • Adobe Photoshop |
| • Final Draft | • Adobe Illustrator |
| • Asana Monday.com | • Adobe After Effects |
| • Google Microsoft Canva | • AVID Media Composer |
| • MAC OS PC OS | • Da Vinci Resolve |
| | • Final Cut Pro |
| | • Logic Pro |

TECHNICAL SKILLS

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|---------------------------|----------------------------------|
| • Time management | • Interpersonal
communication |
| • Critical thinking | • Location scouting |
| • Production contracts | • Data management |
| • Strategic organization | • Budget management |
| • Solution based thinking | |