

# Gabriella McDaniels

## EXPERIENCE

### Google, INC- Waze via ASG

Creative Producer May 2023- Present

- Coordinate with designers, copywriters, and other team members to gather necessary assets and content.
- Manage the production process, including asset creation, editing, and proofreading.
- Ensure the accuracy and quality of all creative assets, adhering to brand guidelines and standards.
- Coordinate with external vendors, such as printers and production houses, to ensure timely delivery of physical assets.
- Track project progress and provide regular updates to stakeholders.
- Troubleshoot any production-related issues and propose solutions.
- Stay up-to-date with industry trends and best practices in creative asset production.
- Continuously improve processes and workflows to enhance efficiency and productivity.

### Apple, INC- Apple TV's The Crowded Room

Post- Production Coordinator December 2022- May 2023

- Stock footage management
- Stock footage POs (w oversight)
- Clearance management (w oversight)
- ADR schedule management
- ADR POs (w oversight)
- Credits build
- PA management (w Post Super)
- Credits QC

### WarnerMedia/HBO- Pelosi in the House

Post- Production Manager September 2022 - December 2022

- Tracking Archival Video/Audio and Photographs (making and updating the Archival Cue Sheets)
- Uploading Deliverable Paperwork
- Creating cue sheets for Graphics/Lower Thirds for delivery
- Correspondence for publicity needs from HBO
- Upload camera reports, sound reports and lined scripts to Scenechronize
- Updating footage transcription for each cut
- General admin/set up admin
- Assisting editors while onboard to the project
- Reviewing footage in Avid
- Update Post crew and contacts lists
- Organizing daily/weekly meetings with the post team
- Mediasilo account updates
- Credits

### A&E Networks/Sixwest Originals- Black Patriots: Buffalo Soldiers/ LivingSmaller

Post- Production Management April 2022- September 2022

- Uploading all Deliverable paperwork
- Creating Music Cue Sheets from EDL
- Creating Shot Sheet from EDL
- Creating a Legal flags and clearances list for each episode
- Making sure all individuals and materials have sign releases
- Notating logos unaccounted for in each episode/scene
- Following up with talent/ business owners for signed releases
- Maintaining the shoot and host shoot schedules
- Scheduling ADR and pickup for the host
- Keeping the post contact list up to date

## CONTACT

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[LinkedIn Profile](#)

## SKILLS & LANGUAGES

-Spanish (fluent)  
-Camera Operator- (Sony F5, Fs5, A7III, A7s, Panasonic, Canon DSLR Rebel T3i)  
-Editor - Adobe Premiere, Frame IO, Avid

## EDUCATION

**VCC/ Florida State University** —  
*Bachelors of Arts, English Education*  
Obtained: May 2011

### Capella University *Information Technology*

2016 - 2017 Certifications in Cisco and Microsoft Networking

### WarnerMedia/HBOAccess Post Supervisor Training

6-week intensive job training led by Reel Works and WarnerMedia/HBOAccess for early-career professionals interested in careers in post-production management in high-end scripted programming. Course topics included

- SCHEDULE / BUDGET
- VISUAL EFFECTS
- SCHEDULING FOR ONLINE
- DAILIES
- VISUAL EFFECTS
- SOUND
- COLOR CORRECT

- Helping editors onboard to the project
- Logging archival for AEs to bring into avid
- Uploading shoot footage to Trint for transcription and then prepping docs for script sync
- Scheduling daily meetings with the AE team and post super.
- Credits
- Blur list

## **WarnerMedia/HBO- Random Acts Of Flyness**

Post- Production Manager

March 2022- August 2022

- Dailies Distr
- Upload LTO logs, upload manifests to SCZ
- Tracked camera sleds & card wiping along side of the AE signing off on them
- Upload SCZ weekly for camera reports, sound reports, lined scripts
- General admin/set up admin
- Worked with HBO to set up Aspera accounts for AEs, Color, Sound, VFX, Animation
- Made sure AEs had headers / 2pops & logos
- POs/Pcard receipt tracking
- Main and End Credits, basing on how they did it from S1, but with our own system
- Post Calendar bi-weekly distro
- Made sure that the Post Crew & Vendor List was always up to date and in Scenechronize
- Final Shooting Script
- Final Credits
- Post wrap memo
- Final Fact Sheet
- Post Ppw: VFX ppw, camera reports, sound reports, lined scripts, adr cue sheets, inventory sheets, final post grid

## **ViacomCBS - Nickelodeon, New York, NY**

Post Production Manager

December 2020- April 2022

- Scheduled and/or attended all post-related meetings and sessions, including: assemblies, edits, locks, spots, reviews, mixes, color corrections, and QC's.
- Worked closely with showrunners/creators, producers, network execs, production & post staff, and out-of-house post vendors.
- Notated, budget, and track Animation Retakes called by key creative and technical producers.
- Ensured that the scheduling and budgetary concerns of the post process are followed.
- Responsible for overseeing and ensuring the generation and delivery of all post elements for delivery.

## **ViacomCBS - Nickelodeon, New York, NY**

Post-Production Coordinator

October 2020-December 2020

- Supported Post-Production & operations lead(s) at Nickelodeon & Nick Jr.
- Managed marketing campaign budgets by allotting, tracking, & reporting costs
- Facilitated requests from all lines-of-business & handling chargebacks
- Cleared all licensed media – images, video, & music
- Managed voiceover work & setting up custom records
- Facilitated on-boarding of new hires – drafting paperwork, submitting for set-up, involved with managing payment & payroll, etc.
- Facilitated vendor setup within ARIBA system, submit/Confirm PO's and invoices, & draft agreements
- Organized & tracked all projects within our team grids
- Prepared travel and expense reconciliations for p-cards and corporate cards