
MOHIT SONI

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♦ LINE PRODUCER | PRODUCTION MANAGER

PROFESSIONAL SUMMARY

Resourceful Line Producer/ Unit Production Manager looking to leverage four years of experience into a professional role in Los Angeles. Methodical and communicative with exceptional budget management and resource allocation talents. Successful in hiring all personnel, negotiating deals, obtaining insurance for production and designing and writing production schedules. Dedicated to ensuring the set is running smoothly and effectively managing the pre-production, production and post-production process.

SKILLS

- MOVIE MAGIC BUDGETING 7
- MOVIE MAGIC SCHEDULING 6
- ADOBE PREMIERE
- ADOBE MEDIA ENCODER
- FINAL DRAFT 11
- STUDIO BINDER
- OFFLOADING: SHOTPUT PRO
- DROP BOX AND GOOGLE DRIVE
- G- CASPER CALL SHEET
- DAILY PRODUCTION REPORTS
- COMPETITIVE BIDS
- LOCATION SCOUTING
- QUICK BOOKS
- GENERATING SIDES
- RESEARCH
- MICROSOFT OFFICE 365
- TIMECARDS
- CALENDAR MANAGEMENT
- SCREENING CALLS
- SCHEDULING MEETINGS
- EMAIL COMMUNICATION
- FILE MANAGEMENT
- A WINNING ATTITUDE
- MAC PROFICIENT
- PRODUCTION / WRAP BINDER MANAGEMENT
- BOOKING TRAVEL AND ACCOMMODATIONS
- SAG-AFTRA AND EXTRA PAPERWORK
- OBTAINING PERMITS, CONTRACTS AND INSURANCE
- COLLATING AND DISTRIBUTING SCRIPTS
- RUNNING ERRANDS
- PAST GRIP AND ELECTRIC EXPERIENCE
- ABILITY TO LIFT 100LBS

WORK HISTORY

Co-Producer / Production Manager

The Walk Feature Film

AWJJ Foundation LLC – Los Angeles, CALIFORNIA

- Supervised and worked closely with writers, directors and technical crews throughout production process
- Developed incident management strategy, including troubleshooting, root cause analysis and timely resolution
- Monitored employee performance and safety, conducting retraining to correct problems and optimize productivity
- Managed daily operations, including supervising multiple team members across fifteen locations
- Administered footage, talent releases and fulfillment

Producer

Bridging Colors [Short Film] – Los Angeles, CALIFORNIA

- Created project budgets and managed all production costs
- Helped director with planning and completing shots
- Developed and adjusted filming schedules utilizing production timeframes for shootings

Wild Nights with Emily - Feature

Assistant Producer

Embrem Entertainment – Los Angeles, CALIFORNIA

- Wild Nights with Emily - Feature
- Prepared contracts and finalized paperwork
- Supported current production needs by moving items between equipment, conveyors and staging areas
- Assisted machine operators with setting up and tending production equipment to support efficient runs
- Checked prices and calculated totals for accurate invoice processing
- Remained highly composed and calm in very fast-paced, stressful and constantly changing environments to provide optimal leadership and achieve desired results
- Completed wide range of task in diverse filming areas as needed

Warner Bros Studio Tour: Horror Made Here - Live event [Halloween]

Production Technician

Planet C Studios – Burbank, CA

- Worked directly under Event project Manager and assisted on professional level
- Worked with Creative designer, special effects media technician in setting up and mounting projections inside horror mazes
- Supervised wardrobe fitting sessions needs for costume designer and 120 actors over two weeks
- Assisted art department crews with set building and pointed out problems that could be potential safety issues
- Reviewed activities for production team and made sure that tasks were completed in timely manner
- Assisting in visual effects department in installing the practical effects equipment

- Tested products for functionality or quality and troubleshoot problems with equipment, devices or products
- Monitored machine operation and diagnosed malfunctions
- Created reports and documents while submitting production paperwork on time
- Stayed alert, active and ready to respond to any request at any time using variety of available resources
- Packaging and labeling items and doing inventory

Un Monde De Jouets – Docu mini-series

Production Coordinator / Fixer

Pernel Media and Eclipse international – Los Angeles, CA

- Worked on "Un Monde De Jouets" - TV series of 5 Episodes
- Completed pre-production planning such as setting budgets, hiring crew and cast members, obtaining permits, rights and permission license from Warner Bros. Entertainment, DC Comics and Marvel Studios
- Coordinated with production team, producer and director to pinpoint creative vision, determine technical needs and devise shooting schedule
- Managed all back-end functions, such as client contact, shoot scheduling and product deliveries
- Researched and wrote pitches and presentations each week
- Managed casting and selected shot locations
- Operated Sony A7ii cameras during shooting to obtain high-quality shots
- Arranged and conducted interviews with individuals knowledgeable about each story's subject matter
- Worked collaboratively with camera crew shooting in locations, optimizing story visualization for diverse viewers
- Worked closely with the events managers for Monster Jam 2017, Hasbro: Hascon 2017 and Comic con, San Diego
- Worked closely with Jose Fernandez owner of Ironhead studio
- Act as a liaison between France and US production company
- Verified and finalized arrangements to ensure smooth and efficient travel and accommodations for all crew/ cast members
- Show is streaming on France TV – France - 4

Junior Booker

Prestigious Models and Image Powerhouse – Los Angeles, CA

- Established open and professional relationships with team members which facilitated communication, quickly resolving issues and conflicts
- Supported departmental staff by answering phone calls and responding to emails for Avails/bookings from casting directors and production company
- Interacted with clients professionally by phone, email or in-person to provide information and direct to desired staff members
- Booked clients on commercials and game interactives media jobs
- Researched, developed and pitched clients that reflected unique sensibilities of Warner Bros. Studio Tour, Hotel Marriott, EA Games and other commercial network and Lil pump music video
- Updated booking calendars and took care of Avails
- Managed submission, worksheet and breakdowns on LA Casting and breakdown express

EDUCATION

UNIVERSITY OF CALIFORNIA LOS ANGELES - Westwood, CA

Certificate: Business and Management of Entertainment, 2019

Certificate: Acting, 2018

New York Film Academy, New York - Burbank, CA

Bachelor of Fine Arts: Film and Video Production, 2016

AWARDS AND NOMINATION

- SEMI-FINALIST: LOS ANGELES CINE FESTIVAL
- TMFF: FILM OF THE MONTH

- SEMI-FINALIST: HOLLYWOOD SCREENING FILM FESTIVAL
- BEST SHORT COMPETITION: AWARD OF MERIT

REFERENCES

Available upon request.