

# DANIELLE C. COSTA

4156 Inglewood Blvd. #2                      Los Angeles, CA 90066  
cell phone: 818-434-9673                      home phone: 310-390-4760  
danielle@indyflicks.com

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## WORK EXPERIENCE

**Visual Effects Coordinator** – “Spider-Man 3”. Sony Pictures Imageworks (2007). Director: Sam Raimi. 947 VFX shots. Started at the beginning of prep, and ended at the end of post. Responsibilities included, but not limited to: Preparing all farmout bids (total of 138 farmout bids, 14 vendors), and delivering all elements and assets to farmout vendors. Helping the VFX shooting crew track and prepare for elements, especially face replacements. Tracking all shot and development costs – from the initial bidding stages to final ETC. Preparing, with the producer’s supervision, financial and shot status reports for the studio. Database maintenance and design.

**Visual Effects Coordinator** – “Alexander”. Meredith Services (2004). Director: Oliver Stone. 300+ VFX shots, 300 Make Up Fixes. Responsibilities included tracking shot progress and director feedback, database maintenance and design, supervising our several assistants, coordinating all administration for our department including travel and living accommodations, facilitating the distribution of digital assets to vendors, tracking the editor’s cut revisions, and helping the producers and accountants as needed.

**Visual Effects Digital Coordinator** – “The Matrix Reloaded 2 & Revolutions 3”. Eon Entertainment (2002 - 2003). Director: Larry and Andy Wachowski. 2,000+ VFX shots. Responsibilities included tracking shot progress and director feedback, database maintenance and design, creating various status and cost reports for the studio, facilitating the distribution of digital assets to vendors, tracking the editor’s cut revisions, and helping the producers and accountants as needed.

**Visual Effects Production Coordinator** – MetroLight (2002). Responsibilities included tracking shot progress, bidding vendors, coordinating digital scanning and film recordings, assisting artists as needed, accounting, designing databases, submitting and tracking shot approvals from production.

**Visual Effects Assistant Production Manager** – “Scooby Doo” Warner Brothers Animation (2002). Director: Raja Gosnell. 88 VFX shots. Responsibilities included scheduling, reporting to the producers shot progress, and helping the producers as needed.

**Visual Effects Assistant Coordinator** – “The One” Kleiser-Walczak VFX House (2001). Director: James Wong. 208 VFX shots. Responsibilities included tracking shot progress, coordinating digital scanning and film recordings, assisting artists as needed, processing payroll, designing databases, submitting and tracking shot approvals from production.

## COMPUTER SKILLS

**Database:** Expert FileMaker Pro database designer; responsible for creating, redesigning, modifying and/or maintaining 6 visual effects and animation databases. Knowledge of Microsoft Access.

### Web and Print Publishing:

HTML	Macromedia Dreamweaver	Adobe GoLive	Adobe Acrobat
Adobe Photoshop	Adobe Illustrator	MS Publisher	FTP Programs

## LANGUAGE

**Japanese** – Completed Advanced Japanese at Tufts University. Proficient in reading, writing, and speaking.

**German** – Competent in conversational German.

**French** – Basic knowledge of conversational French.

## EDUCATION

**Tufts University** – Medford, MA. *Bachelors Degree* (May 1999) in International Relations and Philosophy. Dean's List.

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