

LEILANI * AMOUR* ARENZANA

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HIGHLIGHTS OF QUALIFICATIONS

My expertise includes working in computer, education/training, media and other technical disciplines such as film, TV both video/audio, commercials, digital platform, computer graphics, special effects and Internet. My Pre-Production experience includes hiring, casting, budgeting, handling contracts/insurance/permits and all the necessary requirements before the actual productions begin. My Production experience includes producing, directing, production management/coordination and in-charge of the smooth operation of the project from start to finish. My Postproduction experience covers both linear and non-linear editing. I am proficient in various applications and operating systems both PC and MAC. In addition, my background includes business development/management, technical writing, marketing/distributions and public relations. I am self-starter, innovative, creative, artistic, and detailed and customer focused oriented person. I have worked with Academy Award winning Special Effects Team and have worked in numerous feature films and TV shows. I have successfully worked with different levels of management from small group to a large number of people. My background also includes teaching filmmaking including the A-Z of producing, directing, editing, digital videography, writing and set/production design. Positions held include Executive Producer, Producer, Line Producer, Director, Assistant Director, Production Manager, Casting Director, Editor, Writer, Camera Person, Set/Production Designer and Special Effects Crew for Matrix Reloaded 2.

EDUCATION

- 1996 -- 00 **Bachelor of Fine Arts Degree Major in Motion Pictures/Video**, (2nd Degree) Academy of Art College, SF, CA
2005 **Master of Fine Arts Program (Final Cut Pro HD Course)**, Academy of Art University, SF, CA
2004 **Final Cut Pro 4.0, BAVC**, San Francisco, CA
2003 **Studio Productions, KMVT Channel 15**, Mt. View, CA.
2003 **TV Studio Technical Productions, Mid-Peninsula Access Corp, Channel 27/28**, Palo Alto, CA
2001 **Master of Fine Arts Program (Documentary Course) G.P.A. (4.0)**, Academy of Art University, SF, CA
2000 **World Wide Web for Film/Video Producers**, Bay Area Video Coalition (BAVC), SF, CA
1995 -- 96 **Netware/Novell Certifications**, Computer Networks Engineering & Training Center, SF, CA
1993 -- 95 **LAW (Contracts, Torts, Criminal Law, Legal Analysis)**, Peninsula University-College of Law, Mt. View, CA
1989 -- 92 **Information/Network Systems Engineering, G.P.A. (4.0)** U.C. Berkeley, Berkeley, CA
1988 -- 89 **Computer Programming & Operations, G.P.A. (4.0)** CLC, San Francisco, CA

TECHNICAL SUMMARY / COMPUTER SKILLS

FILM/DIGITAL EQUIPMENTS/ VIDEO/AUDIO/ EDITING SOFTWARE

- AVID COMPOSER
- AVID EXPRESS
- AFTER EFFECTS
- FINAL CUT PRO 4.5/HD
- ADOBE PREMIERE
- PROTOOLS (AUDIO)
- FINAL DRAFT
- FLAT BED EDITING
- 16MM/SUPER 16
- BETACAM SP
- SONY/PANASONIC DIGITAL CAM
- XL1, XL2 CANON (DIGITAL)
- MULTI MEDIA SOFTWARE

MEDIA TOOLS

- BASIC HTML
- CODEC
- REAL MEDIA
- MEDIA CLEANER PRO 4
- MPEG
- QUICKTIME
- COMPRESSION TECHNIQUES

APPLICATIONS & OPERATING SYSTEMS:

- WINDOWS XP
- WINDOWS NT
- MACINTOSH OSX
- HARVARD GRAPHICS
- WORD PERFECT OFFICE XP
- EXCEL XP
- ORACLE
- DBASE 2 & 3/ACCESS

ADDITIONAL PERFORMING ARTS TRAINING

- 1998 -- 99 *Extensive Directing--The Next Stage Theatre, San Francisco, CA*
1997 -- 98 *Acting-- American Conservatory Theatre (A.C.T), San Francisco, CA*
1996 *Blue Screen--Industrial Light and Magic (ILM), Jeff Mann, (High Tech), San Jose, CA*
1996 *Independent Women in Film--Barbara Turner/Grace Zabriskie, San Jose, CA*
1994 -- 95 *The Articulate Woman--Dorothy Desrosiers--Film Director, Marin Productions, Mill Valley, CA*

CREW EXPERIENCE--FILM /VIDEO/TV/THEATER/DIGITAL

<u>POSITION HELD</u>	<u>NAME OF PROJECT</u>	<u>FORMAT</u>
Special Effects Office Manager	"Matrix 2 Reloaded/3 -Warner Bros."	Film/Feature/35mm
Exec. Producer/Director/Producer	"The Last Nightmare"	Digital/Feature
Exec. Producer/Director/Prod. Design	"My Favorite Doll"	Film/Short/16mm
Exec. Producer/Director/Prod. Design	"Pali Uli" -- Shot in Kauai	Digital/Short
Exec. Producer/Director/Prod. Design	"The Art of Healing"	Digital/Documentary
Exec. Producer/Director/Prod. Design	"Chad Irvine"	Digital/Documentary
Director/Producer/Set/Art Director	"Grease"	Theatre (cast-57 children)
Director/Producer/1 st Camera	"Making of—Mill Valley Film Festival"	Digital/Short
Director/Producer/2 nd Camera	"Travel Photography"	Digital/TV Pilot
Director/Producer/Line Producer	"Spec Nike's Commercial"	Digital/Short
Director/Producer/Writer/Design	"Danger of Second Hand Smoke"	Film/PSA-Short/16mm
Director/Producer/Writer/Design	"Intimate Affairs"	Film/Commercial/16mm
Director/Producer/Writer	"Bloody By You"	Film/Short/16mm
Director/Producer/Co-Writer	"Sound of Silence"	Film/PSA-Short/16mm
Director/Producer/Set/Art Director	"Tricki Got Vicki"	Film/Short/16mm
Director/Producer/Set/Art Director	"Women in Manhattan"	Film/Short/16mm
Director/Producer/1 st Camera/Editor	"Martin's Quest"	Digital/Short
Director/Producer/1 st Camera/Editor	"Dell Blackburn"	Video/Documentary
Director/Producer /1 st Camera/Editor	"Executive Handy Man"	Video/Short
Director/Producer	"Cooking Show with My Dad"	Digital/TV Pilot
Director/Producer	"California Dream House"	Digital/Documentary
Director/Producer	"Football—Tennis, U.S.A."	Digital Documentary
Director	"My Name is Alice"	Theatre
Director	"It's Dark Upstairs"	Theatre
Producer/Co-Director/1 st Camera	"Spec Evian Commercial	Digital
Producer/Co-Director/Casting/Design	"The Patient"	Digital /Short
Producer/Casting Director/Design	"Wrong Turn"	Digital/Short
Producer/Casting Director/Design	"Getting Married"	Digital/Short
Producer/Set Designer	"Talents in Peninsula"	Cable Access TV
Producer/Line Producer/Prod. Design	"Disguise"	Digital/ Short
Producer	"Rap Artist"	Digital/Documentary
Producer	"Lonesome Cowboy"	Film/Short/16mm
Producer	"Inc."	Digital/Short
Producer	"William's Day"	Digital/Short
Producer	"Domestic Affair"	Digital/Short
Line Producer	"The Jitters"	Film/Short/16mm
Assistant Director	"My Little One"	Film/Feature/16mm
Assistant Director	"Psycho Magic"	Film/Short/16mm
Assistant. Director	"The Shadow"	Digital/Short
Assistant Director	"Critical Mass"	TV/Short
Assistant Director	"The Night is Young"	Film/Short/16mm
Assistant Director	"Statuette"	Film/Short/16mm
Casting Director/Prod Designer	"The Unconscious Mind"	Film/Short/16mm
Casting Director/Set/Art Director	"Turn of the Hand"	Film/Short/16mm
Casting Director	"2Die4" Hip-Hop Music Video	Film/MusicV/35mm
Casting Director	"Jaguar Spec Ad"	Commercial/35mm
Casting Director	"Walk Among Us"	Film/Short/16mm
Casting Director	"The Deal"	Film/Short/16mm
Casting Director	"Debts Game"	Film/Short/16mm
Casting Director	"J for L"	Digital/Short
Casting Director	"William's Day"	Digital/Short
Casting Director	"Metagallactica"	Digital/Short
Writer	"The Last Nightmare"	Fiction/Feature
Writer	"Eyes of Love"	Fiction/Feature
Writer	"Sweet Revenge"	Fiction/Feature
Writer	"Loving Amazon"	Fiction/Feature
Writer	"My Favorite Doll"	Fiction/Short
Writer	"The Art of Healing"	Short/Documentary
Writer	"Chad Irvine"	Feature/Documentary
Writer	"Executive Handy Man"	Fiction/Short
Writer	"Martin's Quest"	Fiction/Short
Editor	"Veil of Silence"	30 min./Documentary
Producer/Director (Major Event)	"Soldiers Fund Organization"	Digital/Veterans
Producer/Director (Major Event)	"Make A Wish Foundation 2005, 2006"	Digital/Pacific Athletic Club

OTHER WORK RELATED EXPERIENCE

2002-Date **TV / Film and Career Connection, (Headquarter) Beverly Hills, CA/Malibu, CA**
Motion Picture Consultant / Film Mentor:

Deliver on-line and hands-on training on producing, directing, writing, editing and other film/movie and TV related training program. Educate and mentor students from worldwide locations such as Europe, Asia, statewide and locally. Develop course materials from inception, pre-production, production, and postproduction to movie distributions. Meet with prospective clients as well as current clients as needed. Guide each student with their specific production’s goals and assist them by providing them with the necessary tools, instructional guidelines and required training either on-line or directly in class. Assist each one in making their own project including writing, producing, directing and editing either a commercial, shorts, documentaries, music videos, corporate video, trailer, experimental, demo reel or any reasonable project they choose to make with the use of the company’s equipment and production related resources.

2001 **WARNER BROTHERS, MATRIX 2 RELOADED and MATRIX 3, Oakland/Alameda, CA**
Special Effects Office Manager:

Managed and coordinated the Special Effects Office consisting of 35 Special Effects technicians. Executed and tracked a multi million production budget. Worked with all levels of personnel including crew, vendors and management. Acted as liaison coordinating with different departments. Light accounting, bookkeeping and budget forecasting. Responsible for work scheduling, timesheets, distributions of call sheets and the efficient operations of the Special Effects Department. Involved in purchasing and rental of equipments, tools and products necessary in the creation of the special effects for the film Matrix. Performed and tracked a budget spreadsheet for the department. (Special Contract Position).

1998-Date **HEAVENLY EYES PRODUCTIONS, INC. (Makalani Productions & Casting), Redwood City, CA**
President / Owner / Producer / Director / Writer/Set and Production Designer:

Produce and direct independent films, videos, commercials, corporate/industrial videos, theatre and events for various clients. Manage a large number of talents and crew of over 50 people or more as needed. Oversee the flow of projects from pre-production, production and post production (start to finish). Coordinate with Assistant Directors, Production Managers, Camera people and other crew including production design, art/set decorations, props, wardrobe and costumes. See to it that locations, insurance and permits are secured before the actual shoots. Writing screenplays/script supervising and budget breakdown. Edit with the use of Final Cut Pro, AVID, Adobe Premiere, Protools, After Effects and other postproduction tools. Capture images with the use of digital equipment (Canon XL1, XL2, Sony) or 16mm. Cast actors and hire crew as required. Produced and directed a musical play consisted of 57 children ages 7 to 17 years old for Marin County Young Performers Group. Handle Camera/Editing/Lighting Packages. Work on various projects using different media from long and tedious process to a simple format. Handle advertising, marketing, film festivals and distributions for the company.

ADDENDUM:

I worked in a computer/corporate environment for over 10 years before working in motion pictures industry. Positions held include computer programmer, computer analyst to network administrator/engineer.

I am currently a member of the Screen Actors Guild and work as an actor in commercials, TV and film. I am also a member of Film Art Foundation in San Francisco and International Documentary Association in Los Angeles, CA., American Motion Pictures Association (A.M.P.A.S).

Will travel and/or relocate if necessary.