

# Kimmy Latsch

Production Assistant

Seattle / Olympia

---

Kimmylatsch@gmail.com

(360) 790-9876

Willing to travel or relocate

**Production Assistant** Tulalip Casino Commercial December 2018

Ran errands associated with production. Provided set assistance to director and producer as well as wardrobe and art departments.

**Production Assistant** Washington Lottery Commercial November 2018

Ran errands associated with production. Provided administrative assistance to production office before and after filming. Locked up sets for public safety, flyer neighborhoods prior to filming.

**Production Assistant** TerrorDactyl October 2017

Assisted Art Director in dressing the set. Managed props needed for daily shoots. Also did various set duties such as crafty and catering.

**Producer / Assistant Director** La Lechuza Feb. 2017- April 2017

Co-created and wrote the story with the director. Acquired three different locations and permits for each. Acquired and scheduled transport, lodging, and meals for fifteen crew, actors and all equipment. Created daily shooting schedules, and waivers as well as image releases for cast. Worked under intense budgetary and time constraints with a very diverse crew.

**Camera Operator** Shut Out February 2017

Followed instructions from the Director and DP to create the desired shots. Worked with the grip team to ensure lighting was correct and properly exposing the 16mm film. Setup and breakdown equipment effectively and properly maintain and load the film.

**Production Assistant / 2nd Asst. Director** Olympia in Obscura Nov 2014 - August 2015

Maintained contact records for the cast and crew, drafting and implementing a new waiver, providing technical assistance as needed to director, maintaining the confidentiality of the project.

## Education:

South Puget Sound Community College — Associates degree 2016

## References:

Hope Rubinowski Production Coordinator Washington Lottery Commercial 425-773-9982

Mia Francoso Director La Lechuza 909-244-7331

Barbro Rakos Director 206 852-2309

