



TANIA

CHESNOKOVA

📞 021 026 74400 | ✉ filmwithtania@gmail.com | 📍 Auckland, NZ

SKILLS

Advanced organisational and logistics skills

Expertise in project and financial management

Strong negotiation and communication abilities

High adaptability in dynamic environments

Proficient in stakeholder and team relationship management

Photography, mobile videography

Keen eye for aesthetics

EXPERIENCE

Production Coordinator — KI Studio, TV Commercial, Auckland

November-December 2024

*Managed logistics and coordination for a **50+ person international crew** during the production of a TV commercial for FRISO.*

- Coordinated transportation and accommodations for cast and crew
- Hired and managed crew members (in collaboration with the line producer), handled crew contracts and payment arrangements
- Obtained and negotiated location permits, coordinating with local authorities, and private property owners
- Tracked expenses to ensure the production stays within financial limits
- Negotiated costs with vendors, suppliers, and service providers

Production Coordinator/Assistant — Eyes and Ears, Auckland

May-August 2024

*Coordinated logistics and crew management for various commercial shoots and the independent short film "**Sunny Side Up.**"*

- Managed call sheets: Created and distributed detailed call sheets for each production day, ensuring team members were informed of their schedules and responsibilities.
- Conducted Job Safety Analysis
- Coordinated talent communication
- Oversaw equipment rental logistics
- Assisted crew with various support tasks

Production Coordinator — KI Studio/SGA, TV Commercial, Christchurch

January 2024

*Managed logistics and coordination for a **40+ person multinational crew** during the production of a TV commercial for Beneunder.*

- Arranged travel and accommodation for clients and crew, managing detailed itineraries to optimise time and resources.
- Handled vehicle logistics, including rentals and parking arrangements, ensuring smooth transportation for on-set operations.
- Negotiated equipment rentals, maintained budget control, and ensured timely return, reducing production cost.

Production Assistant — 24 Frames, Kannappa Feature Film, Rotorua

September 2023 - December 2023

*Supported the production team in the coordination and execution of logistics for a large-scale international feature film with a **200+ person multinational crew**. Key responsibilities included:*

- Booking accommodations and managing travel logistics for the New Zealand crew, ensuring comfortable stays and efficient transportation.
- Securing reservations for industrial facilities and facilitating customs clearance for the Art and Prosthetics departments, streamlining production processes.
- Coordinating catering services for international team managing diverse dietary requirements and ensuring crew satisfaction.
- Overseeing equipment rentals, coordinating pickups and returns, and maintaining detailed records of expenses and receipts.
- Assisting the Production Accountant in handling payments to vendor and per diems for the New Zealand crew
- Facilitating communication in the multinational team to ensure seamless collaboration and execution of filming schedules.
- Assisting in casting and coordinating extras for various scenes.

HOBBIES

Enthusiast of film, photography, music festivals, art shows, sustainable living, and yoga. Keen on traveling and cultural exploration.

Digital Marketing and E-Commerce Manager — Karibou Ltd, Auckland

September 2019 — September 2023

- Developed and implemented impactful marketing strategies that led to a revenue growth of 231%.
- Expanded wholesale channels, introducing the brand to 10 new countries and increasing global store presence to over 100 locations.
- Supervised comprehensive digital content production across websites.
- Managed the entire process of photoshoots for fashion collections, including location scouting and model casting.
- Led and managed a team of three, fostering team development and project success.

Logistics Coordinator — Container Door Ltd, Auckland

October 2018 — September 2019

- Coordinated and monitored supply-chain operations across New Zealand and Australia, optimising workflows and reducing delivery timelines.

Event Coordinator — Various Organisations, New Zealand & Russia

- Organised and managed art exhibitions, meetings, and awards ceremonies. Collaborated with partners to manage logistics and coordinate advertising efforts, ensuring successful event outcomes and effective project management.

EDUCATION

Postgraduate Diploma in Business — Auckland Institute of Studies, Auckland

January 2017 — November 2017

Bachelor of Arts in political science - Volgograd State University, Russia
September 2003 — May 2008