

Carlos Lerma

Film, Commercial and News Content Producer | Filmmaker/Videographer | Executive Assistant | TEDx Speaker
hello@carloserma.com | www.carloserma.com/work

WORK EXPERIENCE

Production Assistant | WG Pictures | Los Angeles, CA | May 2026 - Present

- Supported screenings, Q&As, event logistics, audience engagement, and promotional needs for *Our Hero*, *Balthazar*.

Marketing Intern | Buffalo 8 Productions | Los Angeles, CA | Oct 2025 - May 2026

- Created marketing materials for feature film projects, including social posts, videos, and newsletter content.
- Led newsletter design and rollout while supporting campaign development and digital strategy.

Production Assistant | The Criterion Collection | Chicago, IL | Oct 2025

- Supported A-list guest logistics, content operations, inventory, checkout, and event needs in a very fast-paced environment.

Videographer & Production Assistant | FanExpo HQ | Chicago, IL | Aug 2025

- Assistant to the EP and captured video coverage of panels and interviews for post-production.

Production Assistant & Creative Services Intern | NBCUniversal | Chicago, IL | May 2025 - Aug 2025

- Assistant to the Executive Producer of Chicago Today when needed.
- Supported NBC and Telemundo production needs.
- Produced and edited two daily news promos on tight broadcast deadlines using Dalet Galaxy, Latakoo, and Adobe tools.

Marketing Intern | Hiike Independent | Los Angeles, CA | Jan 2025 - Apr 2025

- Supported calendar logistics, research, email communication, partnership outreach, filmmaker relations, and festival research.
- Help coordinate travel for SXSW production needs.

Graphic Designer & Videographer | Chicago International Film Festival | Chicago, IL | May 2024 - Dec 2024

- Filmed and edited event coverage and promo content with A-list celebrities, filmmakers, and festival guests.
- Supported talent logistics and guest coordination for screenings, panels, and special events.

Bike Delivery Driver | DoorDash | Chicago, IL | Sep 2024 - Dec 2024

- Completed high-volume city deliveries while maintaining efficiency, reliability, and strong time management.

AWARDS AND RECOGNITION

- Endorsed by Oscar-winner Sean Baker
- TEDx Speaker, May 2, 2025.
- Featured in **Chicago Tribune, The Guardian, FOX32 Chicago, and WGN Daytime Chicago.**
- 100+ official film festival selections, including NFFTY and Chicago International Film Festival.

SKILLS

Executive Support: Scheduling, calendar management, meeting coordination, client communication, confidentiality

Production: Call sheets, budgeting, logistics, Movie Magic Budgeting, Movie Magic Scheduling, Final Draft, Airtable, script coverage

Post-Production: Final Cut Pro X, Adobe Premiere Pro, After Effects, Dalet Galaxy, Latakoo, Pixelmator

Design: Photoshop, InDesign, Procreate, Canva, key art, illustration, branding

Marketing: Hootsuite, Drip, Aweber, newsletters, campaign strategy, content strategy, Wix, social media, copywriting

Languages: English fluent, Spanish native

EDUCATION

Columbia College Chicago | Bachelor of Arts, Film and Television | Expected Graduation: 2026

BOOKS AND PUBLICATIONS

Adultish (IngramSpark, 2024) | **Underdog Days** (Blurb Books, 2023) | **Sueños & Desastres** (Self-published, 2021) | **Anomalía** (Self-published, 2020) | **Buenas Historias de Malos Días** (Self-published, 2019)