

**Project Manager, Producer, Localization Professional**  
**09.586.R.07**

A multi-talented project manager with 15 years of progressively increasing responsibilities for world-class entertainment and aerospace companies providing localization, quality assurance, brand consistency, scheduling, financial tracking, compensation and benefits management, and event planning. Oversaw the launch of 327 products that sold millions of units worldwide.

Exceptional skills in office administration, customer relations, project management, planning, implementation, streamlining, operations and problem-solving. Fully bilingual in English and Spanish.

**EXPERIENCE**

**The Walt Disney Company**, Burbank, California

1995-2007

**Producer, Localization, Disney Interactive Studios**, Glendale, California (2002-2007)

Managed the translations, review and integration of 100 games per year into any of 18 languages for Disney Interactive Studios, a \$692 million business unit that publishes, licenses and distributes games for all ages. Supervised up to 45 production professionals.

- Selected from an approved vendor list of translators, proofreaders, recording artists, recording studios, copywriters, reviewers, quality assurance professionals and focus groups to ensure that each language translation was faithful to the game while being colloquially correct to each country's language and faithful to the Disney brand.
- Worked with the Marketing Department to ensure that the layout and presentation of the operating manual was easily understood while faithful to the game's objectives.
- Translated foreign adapted products that represented 40% of the company's total sales in more than 30 countries.
- Trained nine localization professionals in all aspects of localizing games to targeted international regions.
- Established policies and procedures on how to localize games.
- Prepared data for payment of 1099 localization vendors.
- Subcontracted and controlled localization projects to companies in Europe, Asia and Latin America.
- Participated in game design, eliminating any localization problems in advance.



Princess



Ratatouille



Cars



Pirates of the Caribbean  
PlayStation 2



Winnie the Pooh

**Production Supervisor, Disney Interactive Studios**, Glendale, California (1999-2002)

Prepared production schedules for each game in development for 25 producers. Worked on 300 games during the course of three years.

- Assured that each game had P&L projections and development budgets.
- Created a web-based master global calendar that took into account all U.S. and international titles in production.
- Prepared labor allocations for each producer for all games.

**Corporate Compensation Coordinator, Disney Corporate**, Burbank, California (1997-1999)

Prepared stock option recommendations, presentations, car allowances, health club memberships, annual performance increases, job coding for new positions, and approval of business cards and stationery requests for management and Board of Directors.

## **The Walt Disney Company, Continued**

- Reorganized the health club membership and executive automobile programs.
- Improved the stationery and business card procedures to correctly define executive titles.

### **Operations Planning Coordinator & Meeting Planner, Disney Corporate, Burbank, California (1957-1997)**

Prepared presentations for the Board of Directors, including financial results, forecasting and operating budgets for each business unit.

- Managed the recruitment and training of all administrative staff used in the Operations Planning Department.
- Arranged meeting sites for the financial conferences of 12 business units.

## **Lockheed Corporation, Calabasas, California**

1991-1995

### **Compensation & Benefits Coordinator**

Set up monthly merit and promotional spending reports for the corporate headquarters of the second largest aerospace and defense manufacturer in the U.S.

- Provided salary adjustments and rate statistics for the Aerospace Industry Association.
- Prepared corporate salary presentations.
- Assisted in organizing recommendations for compensation, merit fund, performance incentive plan, long-term performance plan, stock options and bonuses for the Board of Directors.

## **EDUCATION**

### **Glendale Community College, Glendale, California**

General Courses, 1994-1995

### **Pierce College, Woodland Hills, California**

General Courses, 1991-1992

**Other Courses:** Diversity, Management, Creative Problem Solving, Leadership, Communicating One-on-One, Dimensions on Behavior, Ethics in the Workplace, Standards of Business Conduct, Access, Excel, Word, SAP, Human Resources, Compensation, Accounting, Communications and Crisis Management

## **INTERNATIONAL GAME TITLES AND PROJECTS FOR LOCALIZATION**

"Princess": PS2, Wii, PC and DS (*International Producer, Title to be release in November 2007*)

"Power Rangers": DS, PS2 and Wii (*International Producer, Title to be release in November 2007*)

THC's "Disney/Pixar's Ratatouille" (*International Producer*)

"Pirates of the Caribbean: At World's End": DS (*International Producer*)

"Chicken Little 2: Ace in Action": PS2, Wii, PC and DS (*International Producer*)

Disney Princesses "Royal Adventure": GBA (*International Producer*)

"The Suite Life of Zack and Cody": GBA and DS (*International Producer*)

THQ's "Disney/Pixar's Cars Action Game": PS2, Xbox, Game Cube, PSP, DS and GBA (*International Producer*)

THQ's "Disney/Pixar's Cars": Next Gen-Xbox 360 and Wii (*International Producer*)

THQ's "Disney/Pixar's Cars": PC/Mac Activity Center (*International Producer*)

THQ's "Power Rangers Ninja Storm": PS2, PC, GBA (*International Producer*)

THQ's "Power Rangers Dino Thunder": PS2, Game Cube and GBA (*International Producer*)

THQ's "Disney/Pixar's The Incredibles, When Danger Calls": Activity Center and PC (*International Producer*)

THQ's "Disney/Pixar's The Incredibles Action Game": PS2, Xbox, Game Cube and GBA (*International Producer*)

Ubi Soft's "Winnie the Pooh's Rumbly-Tumbly Adventure": PS2, Game Cube and GBA (*International Producer*)

Disney Princess "Royal Horse Show": PC/Macintosh (*International Producer*)

Disney Princess "Castle Designer": PC (*International Producer*)

Disney/Pixar's "Finding Nemo Learning": PC (*International Producer*)

NCR Print Studios Multi-Disk Collection: PC/Macintosh (*Co-International Producer*)