

# Michael Anthony Cuevas

Los Angeles, California

mac.animation85@gmail.com | 773.715.1063

macanimation85.com      @mac.animation85

## Professional Experience

### **DreamWorks Animation Television** | Glendale, California

*Production Assistant - Gabby's Dollhouse* | Apr 2022 - Oct 2024

- Organize and file assets on Autodesk Flow for every episode assigned to individual production team
- Provide shipping support to production coordinator by performing episode callouts, building model packs and scene counts
- Maintained Autodesk Flow asset management system by tagging design with key words and organizing design library for writer reference
- Maintained daily communication by frequently checking in with production coordinators, design team, story team and animation team to ensure that they are adequately supported and tasks are completed in a timely manner

*Production Intern - Gabby's Dollhouse* | Jan 2022 - Apr 2022

- Provided production teams with shipping support by performing episode callouts and building model packs
- Maintained Autodesk Flow asset management system by tagging design with key words and organizing design library for writer reference
- Learned note taking skills by attending story, animation and design reviews
- Took in-studio layout and background design art test to further exposure within studio system
- Maintained daily communication by frequently checking in with teams to ensure that they were adequately supported and tasks were completed in a timely manner

### **Bang Zoom! Studios** | Burbank, California

*Production Intern* | Sept 2019 - Dec 2019

- Completed editorial records, script conversions, assisted script editing and production schedules
- Managed front end reception desk, made copies, processed talent/client paperwork, answered phones, checked-in and welcomed talent upon arrival
- Provided day-to-day support to the in-house animation, production, audio and executive teams
- Acted as a runner for the studio locations and client studios transferring hard drives, files and equipment
- Provided an accessible, reliable presence and communicated with all Production and Editorial teams and talent
- Created, maintained and reviewed day-to-day recording schedules and took notes for Production and Editorial teams when necessary

### **Columbia College Chicago Animation Association** | Chicago, Illinois

*Executive Board Member* | Dec 2018 - May 2021

### **JP Morgan Chase & Co.** | Chicago, Illinois

*Bilingual Account Supervisor* | *Bilingual Customer Service Advisor* | Feb 2014 - Nov 2018

*Personal Banker* | *Teller Supervisor* | *Teller* | Mar 2009 - Feb 2014

## Projects

- Clean Up Artist | *Helianthus* | Mar 2021 - May 2021
- Vis Dev Artist, Background Designer, Clean Up Artist, Animator | *Distant Sun* | Sept 2020 - May 2021
- Clean Up Artist | *KIDS* | Sept 2020 - Oct 2020



## Skills

Languages: English, Spanish

Software: Toon Boom Harmony  
Storyboard Pro

Autodesk Flow  
Autodesk Maya

Procreate  
SyncSketch

Adobe Suite  
Google Suite

Microsoft Office Suite  
Webex

## Education

### **Columbia College Chicago** | Chicago, Illinois

*Bachelor of Arts in Animation* | *Concentration in Traditional Animation* | Jan 2018 - May 2021

- Dean's List: Fall 2018 | Spring 2019 | Fall 2020
- Semester in Los Angeles Attendee Fall 2019