



## Liza M. Rodriguez

<b>HOMETOWN</b>	El Paso, TX
<b>CURRENT RESIDENCE</b>	New York, NY
<b>EDUCATION</b>	University of Texas at Austin – Radio-Television-Film & Business Management
<b>PROFESSIONAL CAREER</b>	<ul style="list-style-type: none"> <li>▪ Integrated Management Services – Client Portfolio Director</li> <li>▪ Those Guys &amp; That Girl Films - Producer</li> <li>▪ Columbia University – Administrative Coordinator</li> </ul>
<b>NOTABLES</b>	<ul style="list-style-type: none"> <li>▪ Film Producer</li> <li>▪ Writer/Director</li> <li>▪ Spike Lee Intern</li> <li>▪ UT Austin Alumni</li> <li>▪ Actress</li> </ul>

### BIOGRAPHY

<b>IMS EXPERIENCE</b>	<p><b>Portfolio Consultant for Integrated Management Services</b>, A management consulting firm improving process management across front and back office professional services industries including Legal, Healthcare and Multinational Services Companies. With a breadth of experience and knowledge in the film industry requiring skills ranging from budgeting and managing resources to vendor management and strategic planning, Liza has been able to utilize this expertise in her work with IMS. As a Portfolio Consultant, Liza provides support in project management, vendor management and client/expert coordination. Drawing on a skill set in both business and production Liza has been instrumental in coordinating internal budget and marketing projects as well as developing a true expertise in IMS Knowledge Management and Process methodology.</p>
<b>PREVIOUS EXPERIENCE</b>	<p>Liza is an honors graduate from The University of Texas at Austin with a degree in Radio-Television-Film and a minor in Business. She has over 8 years experience in management, finance, and administration areas. Her finance experience includes budget forecast, monitor and financial statement reconciliation, preparation of quarterly and annual financial reports and financial transactions as well as accounts payable/receivable and vendor management. She has also worked in development, fundraising, and public relations. She has worked with, KLRU-TV(PBS), Columbia University, and many nationally syndicated television shows such as “Law and Order: Criminal Intent”, “Six Degrees”, and the Emmy award winning “Damages.” Most recently she assisted Academy Award-winning director Nigel Noble on his newest documentary. She also assisted Spike Lee and his production company 40 Acres &amp; A Mule Filmworks, on projects including “3 AM” and “The 25<sup>th</sup> Hour.” Mrs. Rodriguez has bridged her two passions, business and filmmaking. She recently completed producing "Cruzando", an independent film.</p>
<b>EXPERTISE</b>	<ul style="list-style-type: none"> <li>▪ Client Relationship Management</li> <li>▪ Inventory &amp; Invoice Management</li> <li>▪ Strategic Planning</li> <li>▪ Data Center &amp; Voice Management</li> <li>▪ Vendor Management</li> <li>▪ Telecommunication Management</li> <li>▪ Financial Analytics and Risk Management</li> </ul>