

MAANVI CHOWDHARY

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Open Work Permit holder for 3 years after graduation from University of British Columbia

PORTFOLIO; Visit my website www.maanvichowdhary.com

RELEVANT WORK EXPERIENCE:

Admin/ Coordinator for Baljit Sangra; Viva Mantra Films, January 2024- Present

- Coordinated grant proposals and working on administration related documents for in development projects.
- Creating expense reports and working on scheduling for Viva Mantra Films. As well as working on producers' deck for events and programs.
- Transcription and editing copy for various initiatives.

Scripted Media Career Accelerator Coordinator at the School of Creative Writing; University of British Columbia, April 2023- Present

- Coordinated Summer Residency Screening event, showcasing strong teamwork and organizational skills.
- Crafted engaging bi-monthly newsletters, updating the branding and visuals, highlighting writing and communication prowess.
- Led planning of upcoming events, including industry pitch session and informative sessions, emphasizing proactive event management and networking.

Teaching Assistant and Graduate Assistant at the Theatre and Film Dept. University of British Columbia, September 2022- Present

- Supported course instruction for 50 students, aiding the professor, contributing to the overall effectiveness of the educational process.
- Evaluated and graded student assignments, ensuring a fair and constructive assessment process.
- Coordinated filmmaker Kat Jayme's masterclass and screening of "The Grizzlie Truth" in collaboration with department administration.
- Organized student film screenings alongside the course professor, ensuring a seamless learning experience and event management.

In post-production: Co producer of a Canadian short fiction film *Prisoner* Directed by Rame Ibrahim; October 2023- Present

- Co-producing the short fiction, handling crew, logistics, budgets, administration/ contracts, and marketing.

Assistant director at Red Bangle, a global video production company; April 2021- May 2022

- Spearheaded multiple video productions for corporate branding and marketing.
- Created and implemented workflows for efficient coordination for 40+ video projects (animated and live action) as well as interactive videos.
- Created pitch decks for television commercials, corporate videos and in house talk show.
- Provided workshops on postproduction workflows for client servicing teams.
- Clients: *Infosys, Indeed, Metro Wholesale, Cred Avenue, Wipro, Red Bangle, Swiggy*

Video editor at Openhouse, an ed-tech startup; December 2020 - April 2021

- Created and edited 30+ social media and demo videos for the ed tech start up.
- Created and implemented social media challenges.
- Collaborated with various teams to create videos of SEO enhancement.

Documentary film, *About Mumma*; November 2019- September 2020

- Wrote and directed the documentary film, [About Mumma](#), which explores my mother's relationship to space, her struggles with paraplegia, and her work as an architect.
- The documentary premiered at the [Asian Women's Film Festival 2021](#)
- The documentary was screened at the Indian [Film Festival of Melbourne 2021](#) and was nominated for best documentary.

Writer and Assistant Director of short fiction film *Nine*; October 2019 - November 2019

- Wrote the script and screenplay for the short film, [Nine](#), directed by Niladri Mukherjee.
- Was the assistant director and executive producer of the film.
- Created workflows, call sheets, talent handling, budgets for the entire production.

Direction intern at Nirvana Films; May 2019 - July 2019

- Assisted the direction team in creating pitch decks for television commercials for major Indian brands.
- Supported the direction team on set for television commercial shoots.
- Collaborated with direction team on visualization for scripts.
- Clients: *Taj Tea, Epigamia, McDowell's*

EDUCATION

2022- Present *University of British Columbia, MFA in Film Production; Graduate Assistant; Teaching Assistant*

2016-2020 *Srishti Institute of Art, Design and Technology; B.Cr.A Films; CGPA: 8.6/ 10*

2014-2016 *The Shri Ram School; Non-Medical (Physics, Chemistry and Math) (ISC +2); Scored: 93%*

VOLUNTEER WORK:

- Created an Art Workshop for children with the Air Force Wives Welfare Association, Sarsawa; May 2018- June 2018
- Part of Queer Collective; A student led organisation to help and support LGBTQ individuals in Srishti Institute; August 2019- October 2020
- Volunteered for Vancouver International Women in Film Festival (now known as GEMS Festival); at front of house and box office; March 2023

CERTIFICATES:

Motion Picture Industry Orientation Exam; Actsafe Safety Association; November 2022

Instructional Skills Workshop; August 2019- October 2020

Completed course in Foundations of Digital Marketing; Google; July 2023