

# SAMANTHA FIGUEIRA

Specializing in the Art Department, I have a diverse Art background working most commonly as an Art Director and Art Coordinator for tv and film productions. I possess the skills to work with minimal supervision, manage multiple projects under tight deadlines, and work both individually or as a team. Seasoned at keeping productions in line with creative vision and proficient in managing logistics, schedules, budgets and personnel.

## CONTACT

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## SKILLS

### //Programming

- Trained in Vectorworks, AutoCAD, Adobe Illustrator, Photoshop, InDesign, SketchUp, Excel, Powerpoint, Google Slides and most office software.
- Skilled with addressing IT issues including printers, plotters, digital calendars, presentations, and file storage systems.

### //Management

- Capable of prioritizing and managing multiples projects. Highly organized, skilled with problem solving and strategic thinking
- Accomplished with budget planning, inventory oversight, team supervision, record keeping, documentation creation.
- Strong spoken, written and interpersonal communication skills.

### //Production:

- Advanced in environmental and immersive design.
- Seasoned in project presentations including production drawings, scenic elevations, construction drawings, production graphics, and 3D renders.

## AWARDS & SPECIAL ACHIEVEMENTS (selected)

- **EMMY Awards** | 2021  
Outstanding Entertainment Talk Show  
*The Drew Barrymore Show* | Nominee
- **GLAAD Media Awards** | 2020  
Outstanding Reality Program  
*LEGENDARY* | Nominee
- **MTV Awards** | 2020  
Best Competition Series  
*LEGENDARY* | Nomiee
- **TCA Awards** | 2021  
Outstanding Achievement in Reality Programming  
*LEGENDARY* | Nomiee
- **The Queerties** | 2021  
Best Television Series  
*LEGENDARY* | Nomiee
- **Reel Ind. Film Festival** | 2018  
Best Narrative Short  
*Charm City Rumpus* | Nominee
- **LA International Film Festival** | 2018  
Official Selection  
*Charm City Rumpus*
- **New York Times** | 2014  
Critic's Pick | Winner  
*The Strange Undoing of Prudencia Heart*
- **Oble Awards** | 2012  
Special Citation for Design  
*Sleep No More* | Winner
- **Drama Desk Awards** | 2012  
Unique Theatrical Experience | Winner  
*Sleep No More* | Associate Prop Master
- **Miami International Science Fiction Film Festival** | 2018  
Best Student Film  
*The Revenge of Scooter* | Winner
- **Providence Film Festival** | 2018  
Best Student Film  
*The Revenge of Scooter* | Winner

## EXPERIENCE (selected)

### FRIENDSHIP | FIFTH SEASON 12/2023 - 03/2024

Art Department Coordinator

- Track all incoming product placement and coordinate returns at wrap
- Liason with the Clearance Coordinator and decorators/designers to ensure items encompassed within the design are permissible to use before appearing on camera
- Address all IT issues for the department members including printers, plotters, digital calendars and file storage systems

### IF I HAD LEGS I'D KICK YOU | A24 08/2023 - 10/2023

Art Dept Coordinator

### GET ON YOUR KNEES : JACQUELINE NOVAK | NETFLIX 06/2023

Assistant Art Director

### LIFE AND BETH | HULU 01/2023 -03/2022

Art Department Coordinator for Set Dec | Season 2

### BUPKIS | NBC PEACOCK 08/2022 - 12/2022

Art Department Coordinator for Set Dec | Season 1

- Managing department budget and expenses, coordinating payments to vendors, overseeing the transportation of set pieces, and equipment to and from the set and locations.
- Document creation and tracking: keeping records of contracts, clearances, assets, labor and other important documents.

### EVERYTHING'S TRASH | FREEFORM 03/2022 - 07/2022

Art Department Coordinator for Set Dec | Season 1

- Amortization and tracking of department budget. Coordinated daily functions; equipment rentals, purchases, budgetary allocation.
- Liason between Accounting and Set Dec which allowed departments to perform on time and on/under budget.

### SPEAKEASY : RONNIE CHEING | NETFLIX 09/2021 - 12/2021

Production Design Assistant | Set Decorator

- Assisted Production Designer and Art Director to create visual elements that effectively convey design concepts to client. Measuring and 3D modeling stage and location.
- Responsible for Art Dept. deadlines with demanding load-in and stirke schedule.

### FACE TO FACE WITH BECKY G | FACEBOOK WATCH 08/2021 - 10/2021

Production Design Assistant | Set Graphics

- Assisted Production Designer and Art Director to create visual elements and effectively convey design concepts to client.
- Responsibilities included paint elevations, set graphics, prop graphics and furniture concepts.

### MTV : UNPLUGGED WITH LADY GAGA AND TONY BENNETT | MTV 06/2021 - 07/2021

Set Dresser

### THE DREW BARRYMORE SHOW | CBS 08/2020 - 05/2021

Art Department Coodinator | Season 1

- Worked closely with Art Directors to research and source: props, graphics, dressing and department personnel. Oversee team of production assistants, runners and interns.
- Track and matain inventory control of on-screen hero, standby and secondary props and dressing.

### INSIDE THE NFL | PARAMOUNT+ 07/2020 - 11/2021

Production Design Assistant

### PATRIOT ACT WITH HASAN MINHAJ | NETFLIX 03/2020 - 04/2020

Set Decorator | Season 3

### LEGENDARY | HBOMAX 11/2019 - 03/2020

Art Department | Season 1

- Help Performers conceptualize props for their performances, as well as fabricate and organize hero props on/off stage.

### THE BIG FIB | DISNEY+ 09/2019 - 11/2019

Set Graphics | Prop Graphics

- Consulted with Production Designer and Art Director to design, illustrate, and develop graphic files used on set and props.

### TRASH SALAD | TV PILOT SERIES 06/2019 - 09/2019

Production Design

- Create visual illustrations to effectively convey design concepts to Director and Producers. 3D modeling, full color renders and elevations.
- Build and track art budget for 3 episode pilot.
- Oversee team of assistants and department personnel to perform on time and on budget.

### FUCK... | FILM 06/2019

Production Design | Short Film

- Collaborated with Director of Photography maximize budget and achieve demanding schedule targets.

### TWO WINTERS | FILM 01/2019 - 02/2019

Production Design | Short Film

- Consulted with Director and D.P. to create exciting and dynamic on-site locations, and manage location crews.

### TRICKED | THE DISNEY CHANNEL 08/2018 - 01/2019

Assistant Art Director

- Design and fabricate show specific original magic tricks to be performed on unsuspecting members of the public.