

# MANNY VALLARINO

## Creative Professional

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## EXPERIENCE

*Sony Music Entertainment, Latin-Iberia Regional Office* | Miami, FL

**Analyst, Project Management, Operations & Finance**

06/2022 – Present

- Facilitate the complex integration program for Som Livre, a Brazilian record label acquired by Sony Music.
- Bridge multilingual communications between the Latin office, teams in NYC and London, and teams in Brazil.
- Lead regular status meetings to review project tasks across integration workstreams: HR, IT, Finance, and BLA.

**Analyst, Finance & Operations**

06/2020 – 05/2022

- Created the "Financial Processes Overview" presentation to educate Sony Music employees.
- Vetted purchase orders, coordinated any required adjustments, and acted as first-approver for expenses.
- Prepared reports and presentations to inform evidence-based managerial decisions in several business areas.

**Finance Intern**

05/2019 – 08/2019

- Wrote the "Sony Music Latin-Iberia Finance Staff Training" manual to guide new Finance staff in their duties.

*Sony Music Entertainment* | Los Angeles, CA

**Premium Content Intern**

01/2020 – 03/2020

- Pitched to successfully connect Premium Content leadership with a US public figure for a potential collaboration.
- Tracked and researched opportunities in various media: film, TV, documentaries, soundtracks, and podcasts.

**SyncShop Intern—Music Licensing**

09/2019 – 12/2019

- Created the Q3 business summary for international Sync business, which was shared with NYC HQ.
- Crafted song pitches, updated metadata and assets, and registered finalized Sync deals.

*IFF Panama/International Film Festival of Panama* | Park City, UT

01/2020 – 02/2020

**2020 Sundance Film Festival—On-site Representative for Film Acquisitions**

- Catalyzed the invitation of 2 Sundance films to IFF Panama: *The Mole Agent* and *Once Upon a Time in Venezuela*.

*Carnegie Museum of Art* | Pittsburgh, PA

**Financial Assistant of Museum's Deputy Director**

01/2019 – 03/2019

- Supported the Deputy Director in all financial tasks given the vacancy in the Director of Finance position.

**Finance Intern of Museum's Director of Finance and Administration**

09/2018 – 12/2018

- Researched the market to inform managerial decisions in relation to museum hours and admission fees.

*IFF Panama/International Film Festival of Panama* | Panama City, Panama

03/2018 – 06/2018

**Administrative Intern**

- Contributed to Festival events and took the initiative in creating and maintaining positive relationships.

*WFSU Public Media* | Tallahassee, FL

10/2016 – 12/2016

**TV Host/Writer—University Update on 4FSU**

- Wrote and delivered scripts on camera for "University Update on 4FSU", a TV program tailored to students and alumni of Florida State University and broadcasted to several counties in Florida and Georgia.

*Manny Vallarino LLC* | Global

01/2015 – Present

**Creative Producer**

- Independent creative production portfolio includes essays, song lyrics, song recordings, live performance experience, and a book of short fiction.
- Inspire and lead global, multicultural teams in person and online to produce meaningful creative work.
- Negotiate and manage contracts, fees, timelines, and deliverables, while prioritizing relationships.
- Research, study, and understand different areas of the entertainment industry from several perspectives.

## EDUCATION

<i>Carnegie Mellon University</i>   Pittsburgh, PA + Los Angeles, CA Master of Entertainment Industry Management	08/2018 – 05/2020
<i>Florida State University</i>   Panama City, Republic of Panama Certificate in Project Management	02/2018 – 06/2018
<i>Florida State University</i>   Tallahassee, FL Bachelor of Science in Accounting	05/2013 – 12/2017
<i>Berklee College of Music</i>   Online Specialty Certificate in Songwriting	01/2012 – 09/2012

## COURSES

### *Harvard Law School Executive Education*—Online

- Global Program on Negotiation

### *Florida State University*—Panama City, Panama

- Certificate in Project Management

### *CRTV*—Beijing, China

- Digital TV Broadcasting Techniques for Developing Countries

### *Florida State University*—Tallahassee, FL

- Rhetoric
- Writing and Editing in Print and Online

### *Carnegie Mellon University*—Pittsburgh, PA + Los Angeles, CA

- Music Monetization
- Designing Narratives Across Media
- Entertainment Research
- Production & Leadership
- Music in the Media

## LANGUAGES

English—Native | Spanish—Native | French—Professional | Portuguese—Professional

## MORE

Participated in the 2019 installment of CAA's invite-only *The Hubb*, a Music Industry Development Summit.

Worked on the Spanish translation of *Your Music and People*, a book by Derek Sivers, founder of CD Baby.

Member of Music Biz—The Music Business Association

Writer with published works in English and in Spanish.

Lifelong, fast learner with experience learning languages, processes, skills, and systems.

Public speaker with experience on camera and in front of live audiences.