

# Manny Vallarino

## Creative Accountant

[mannyvallarino.net](http://mannyvallarino.net) | [manny@mannyvallarino.net](mailto:manny@mannyvallarino.net) | [linkedin.com/in/mannyvallarino](https://www.linkedin.com/in/mannyvallarino)

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## Creative Industry Experience

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

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

06/2022 – 12/2022

- Co-managed the complex integration project for Som Livre, a Brazilian record label acquired by Sony Music.
- Learned the Brazilian Portuguese language to fluency in 2 months to better communicate with Brazil team.
- Managed and communicated with integration team of 50+ high-performers from varying organizational levels.
- Helped drive project Phase 1 from 10% completion to 100% in 8 months, overseeing 62,000+ hours of work effort.

**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.
- Communicated with colleagues to solve vendor, account, process, or system issues in relation to payments.

**Finance Intern**

05/2019 – 08/2019

- Wrote the "Sony Music Latin-Iberia Finance Staff Training" manual to guide new Finance staff in their duties.
- Prepared expense reports for executives across the Latin-Iberia region.

*Sony Music Entertainment* | Los Angeles, CA

**Music Licensing Intern & Premium Content Intern**

09/2019 – 03/2020

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

*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.

*Derek Sivers, Founder of CD Baby* | Remote

06/2018 – 07/2018

**Co-translator for *Your Music and People*, a book by Derek Sivers**

- Worked on the Spanish translation of this creative marketing book from Derek Sivers, founder of CD Baby.

## Foundational Education

*Carnegie Mellon University* | Pittsburgh, PA + Los Angeles, CA

08/2018 – 05/2020

**Master of Entertainment Industry Management**

*Florida State University* | Tallahassee, FL

05/2013 – 12/2017

**Bachelor of Science in Accounting + Minor in English**

*Harvard Law School Executive Education* | Remote

03/2021 – 03/2021

**Global Program on Negotiation**

## Languages

**English**—Native | **Spanish**—Native | **French**—Professional | **Portuguese**—Professional | Now studying **Italian**