

ERIC RHETT JR.

ABOUT ME

PRODUCTION MANAGEMENT

Experienced production management professional with over 10 years in the field, managing all aspects of live events, documentaries, commercials, and digital content from pre-production to final delivery. Skilled in overseeing high-volume projects, handling budgets, and leading cross-functional teams in fast-paced environments. Known for strong communication skills, a results-driven mindset, and expertise in both original and branded content. Adept at finding smart solutions, managing union rules, and maximizing production tax benefits across various states. Passionate about driving successful, large/small-scale productions.

LOCATION

New Jersey / New York

PHONE

(973) 368-7758

EMAIL

eric.rhettjr@gmail.com

SKILLS

HARD SKILLS

- Hiring & Training
- Contract Negotiations
- Bidding
- Process Development
- Rights & Clearances
- SAG/DGA/IATSE Productions
- Budgeting and Tracking (MMB)
- 3rd Party Production Supervision
- Scheduling (Pre, Pro, Post)
- Short Film
- Commercials
- Live Events
- Documentaries
- Studio Productions
- Experiential Activations

SOFT SKILLS

- Leadership
- Adaptability
- Communication
- Problem Solving
- Time Management
- Teamwork
- Loyalty

WORK EXPERIENCE

- **Experiential Line Producer, 19th & Park**
June 2024 - Present
 - Meta AI + WNBA Superfan: Integrated Marketing | Activation
 - Zico Water + Naomi Osaka: Photo Shoot | Marketing
 - Well With All: HBCU Homecoming, Integrated Marketing | Activation
- **Production Manager, Red Summer TV**
February 2024 - March 2024
 - Essence Black Women in Hollywood: Live Event | OWN TV
- **Line Producer, The Springhill Company**
December 2021 - October 2023
 - Redefined JR Smith: Documentary (4 Eps) | Amazon Prime
 - Spin Wars: Documentary | Out to Market
 - Meme's & Nightmares: Film (Pepsi/NBA) | Hulu
 - Google Pix: "Ok I See You" - Commercial | NBA (SAG)
 - Fortnite: Naomi Osaka - Animation, Integrated Marketing | Digital
 - Fortnite: Patrick Mahomes, Integrated Marketing | Digital
 - The Real Stories of Basketball - Documentary (Scam Dunk) | Vice
 - Radical Reparations: Documentary | Out to Market (DGA)
- **Line Producer, Comedy Central**
March 2021 - September 2021
 - The Gods Honest Truth w/Charlamagne - Studio Production | Linear
- **Production Manager, MTV**
February 2021 - March 2021
 - The Challenge Reunion: Season 36 - Studio Production | Linear
- **Line Producer, Citizen Jones**
January 2020 - December 2020
 - Gimlet Media: The Nod w/Brittany & Eric - Studio Talk Show | Quibi

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Profile: [LINK](#)

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EDUCATION

Montclair State University
Bachelor Arts, Education
(personal accomplishment)

COMMUNITY

01 **Kismet of Kings**
Non-Profit Organization
Jan 2014 - 2023

02 **Brothers Making a Difference**
Non-Profit Organization
Jan 2015 - Jan 2018

03 **Police Athletic League**
Volunteer Coach
Jan 2015 - Jan 2024

WORK EXPERIENCE CONT.

- **Sr. Production Manager, Viacom**
October 2017 - October 2019 | Staff
 - Black Coffee w/Marc Lamont Hill - Studio Talk Show | YouTube Live
 - BET Breaks - Daily News | Digital
 - Creed II: "Punchlines" - Integrated Marketing | Linear
 - (10) Original Web Series (Rate the Bars, Finding, I Went Viral, Blew A Bag, etc)
- **Production Manager, BET Networks**
October 2010 - October 2017 | Staff
 - Real Husbands of Hollywood - Scripted | Linear
 - The Game - Scripted | Linear
 - AZ 20th Anniversary - Documentary | Digital
 - The Fast Life w/Justin Gatlin - Short Doc | Digital
 - BTS & Supporting Content for All Linear Programming

ROLES & RESPONSIBILITIES

- Managed production and post through setup and delivery, including calendars, schedules, call sheets, hot sheets, binding insurance, booking crew, reviewing bids, leading on all communications, audit completion and uploading deliverable materials.
- Managed vendors through pre, pro and post to ensure they are on-boarded and informed on internal workflow and resources.
- Collaborated with internal cross-functional teams such as Marketing, Talent Relations, Tech Team, Creative Team, Legal & Safety throughout the project lifecycle to streamline workflow and ensure internal partners are always aligned.
- Tracked and reported production spend and milestones and identified and resolved production complications to meet internal targets.
- Prepared and revised budgets as needed (Movie Magic & Google Sheets)
- Experienced collaborating with Business and Legal Affairs with licensing (music, clips, photos) rights management, contracting and Location Clearances/Permitting. Also ensured all productions were in accordance with overall network policies, and facilitated legal documents related to shoots, third party production companies, and talent relations.
- Closely supported EIC and VP with key elements of the production process including Budgeting, Agreements & Contracts, Scheduling, Invoicing and Payments, Cost Reporting, Financial Reporting and Deliverables
- Worked with Sr Staff to establish new processes, procedures and methods that improved production systems, outcomes and overall workflow.