



**CARINA CARDOSO**



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## EDUCATION



### **Postgraduate in Branded Content & Transmedia Storytelling**

INESDI School of Business  
2019



### **PMP® certification preparation**

ESIC Business & Marketing School  
2019



### **Master's degree in TV Executive Production**

TRACOR The Communication Arts Institute  
2009



### **Bachelor's degree in Theater Studies**

Université Paris 3 La Sorbonne Nouvelle  
2007



### **Bachelor's degree in Arts & Shows (Erasmus)**

Université Paris 10 Nanterre  
2006



### **Bachelor's degree in Arts & Shows**

Universidade de Letras de Lisboa  
2004-5



### **Theatre acting degree**

Escola Profissional de Teatro de Cascais  
1999-2001

## EXPERIENCE



**Walt Disney Company**

June 2010 – November 2019



### **Originals Production Coordinator – Finance- Long Form Scripted & No scripted formats for Disney Channel Spain**

- Oversees all projects in development and production for scripted, no scripted and branded contents and support Disney Channel Spain Production Manager in the commissioning process for new productions
- Responsible for reviewing and monitoring of budgets and financial, production and talent contracts, filming and deliverables schedules, and technical quality on assigned productions.
- Supervise delivery and full (creative and technical) acceptance of all assets of each series, including original language master tapes, alternative language delivery, postproduction deliverables and marketing assets.
- Anticipate and organize timely one-off production elements with co-producers, including casting, series theme song, opening and end credits treatment
- Track and process approvals and production payments with Business Areas, Legal and Finance.
- Work closely to Creative services, Media planning, Programming, Legal, DM+, PR, Franchises team and be the main contact in the territory for all international production matters.
- Create and update production charts for projects in territory to Communicate with EMEA Disney / Third Party Production teams (and other global Disney Channel partners when necessary) on an on-going basis with production and delivery progress.
- Main contact in the territory for all international production matters.

### **Programming Strategist Disney Channel & Disney Junior Portugal (linear, VOD & streaming platforms)**

- Manage contents schedules for Disney Junior and Disney Channel Portugal for linear and nonlinear different platforms and services.
- Work with the Programming Director and the Acquisition team to participate on content selection and give feedback about new projects pilots
- Create content shelves and stunts/themes to supports series premieres and hard consumer product sales calendar
- Supervise the step outline, the scripts and the programs rough cuts of "Disney Kids" TV Show (On SIC – Portuguese TV channel)
- Work closely with other teams involved in the workflow: dubbing and materials, creative services, operations
- Maintain stock and rights management of acquisitions contents
- Analyze channels performances and other Disney's platforms performances
- Create karaoke musical digital assets for Disney Junior YouTube and VOD services

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## LANGUAGES

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 - Full professional proficiency

 - Professional proficiency

 - Bilingual

 - Native

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## SKILLS

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- Problem Solving attitude
- Heavy organization skills
- Strategic thinking
- Ability to multi-task
- Good communication skills
- Good negotiation skills

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## SOFTWARE

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- Movie Magic Budgeting
- Adobe Premiere
- Microsoft Office
- SAP

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## PERSONAL PROJECTS

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- **Owner & Digital Manager**  
**Arganweb** Ecommerce webpage of cosmetic products with Argan Oil 2014
- **Theatre Producer & Director**  
Auto da India & Pranto de Maria Parda plays from Gil Vicente with the support of the Portuguese consulate (in French) - Université Paris 3 La Sorbonne Nouvelle 2007

- Supervise series scripts and first episodes to verify dubbing and translation issues



**Mono Films**

March 2010 – May 2010



### Production Assistant

- Liaise between the production company and broadcasters in South America, USA and the national broadcaster Cuatro for Football C.R.A.C.K.S. a reality show about a scooter academy with Zinedine Zidane and Enzo Francescoli.



March 2009 – January 2010



### Production Assistant/ PA / Production Intern

- Assist production director in searching budget proposals and locations for new projects proposals
- Manage the CEO agenda & clearance of expenses

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## OTHER EXPERIENCES

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- **Actress: “The Marriage” Directed by Carlos Avilez**  
**Teatro Experimental de Cascais – 2003**
- **Actress: “The Adventures of Ulysses” Directed by**  
**Antonio Feio Teatro da Garagem – 2003**
- **Participant: TV Show “Star Academy” By Endemol**  
**TVI Channel Lisbon – 2002**