

NECTARIOS LEONIDAS

PROFILE

Team Leader with proven skills, from conceptual development to problem solving and strategic thinking
Proven organizational abilities to oversee multiple projects while meeting tight deadlines and project objectives

Exceptional technical abilities and software knowledge, from new media to film and video productions

SKILLS & ACCOMPLISHMENTS

MANAGEMENT & LEADERSHIP

- Managed multiple clients, projects and team members, to meet deadlines and deliverables
- Managed multi million dollar accounts, including Pfizer's U.S. Health ACE rewards and recognition program, a 10 million dollars budget and 12k plus members web portal and Conde Nast key publications: Architectural Digest, GQ, Bon Appetit, House and Garden, The New Yorker and Wired
- Produced numerous media projects, including film, promotional and viral for DVD, festivals, galleries, television and the web
- Helped centralize and organize the client service departments for Lexis Counsel Connect and i-Deal's financial applications, by implementing policies and procedures to service the needs of the clients
- Negotiated and drafted contracts with third party vendors to meet budgets and costs
- Managed and hired technical and production staff members

CLIENT SERVICE

- Maintained high level of client satisfaction through communications, on issues, status and project timelines
- Provided extensive technical and client service solutions to resolve various customer issues
- Develops and maintained project documentations including: Scope of work (SOW), weekly reports, bug lists, project estimates and drafted functional specifications to help support teams resolve common issues more effectively

TECHNICAL EXPERTISE

- Instituted an analytical database to provide tracking and created status reports for i-Deal's and Lexis Counsel Connect product lines
- Delivered post-productions services including: workflows, editing, color-correction, media management, streaming and compression technologies utilizing different Codecs
- Analyzed data on software defects and client service requests and provided detail reports to upper management for future product enhancements
- Developed and analyzed process metrics, utilizing Ominture's Site Catalyst

EXPERIENCE

Flippant Media, Brooklyn, NY	Producer / Director / Editor	2002 - Present
Madison Performance Group, NY, NY	Project Manager	2007 - 2008
RichFX, NY, NY	Interactive Project Manager	2007 - 2007
i-Deal LLC., NY, NY	Analyst	2004 - 2006
Advance Travel Management, NY, NY	Senior Coordinator	1997 - 2001
Lexis Counsel Connect, NY, NY	Technical Support Lead	1995 - 1997

EDUCATION

University of Connecticut, Storrs, CT — Bachelors of Arts in Economics, 1991

COMPUTER SKILLS

Microsoft Office, After Effects, Final Cut Studio, Final Draft, Golive, In-Design, Photoshop, Sorenson Squeeze, Quickbooks, Omniture, Actionscript, Flash, SQL Queries and all major web based applications and email clients

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