

# Frank Contreras

Los Angeles, CA  
703-505-0691

Writer / Producer

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## Summary

Creative professional with 8 years of experience across major entertainment studios and production companies. Proven record in animated and live-action television, feature development, and cross-departmental collaboration. Skilled in crafting compelling narratives, driving IP development, and supporting creative teams from concept through delivery.

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## Highlighted Skills

Production and collaboration: ShotGrid (Autodesk Flow Production Tracking), Slack, Microsoft Teams  
Administrative: Calendar Management, Travel Coordination, Scheduling, Notetaking, File Organization  
Creative & office tools: Final Draft, Microsoft Office, Google Suite, Adobe Premiere, Script Coverage

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## Experience

Wonder Street

Los Angeles, CA

### Creative Development

Sept 2024 – Present

- Develop original and studio-commissioned pitches for animation and feature projects at LAIKA Studios and Sony Pictures Animation.
- Collaborate with executives, showrunners, and creative partners to align vision, tone, and audience strategy.
- Support IP and series development by generating materials that emphasize worldbuilding, character arcs, and market positioning.

The Walt Disney Company – TV Animation

Burbank, CA

### Writer – Monsters at Work

Apr 2021 – Oct 2022; Add'l 2023

- Co-wrote the season/series finale's outline, script, and rewrites with the Story Editor. Episode was nominated for multiple awards.
- Wrote scenes for the season opener and provided punch-ups for nine episodes.
- Contributed notes throughout all stages of production, from storyboards to editing.
- Attended voice actor recording sessions and contributed creatively as needed. Series won the 2025 Emmy for Best Voice Direction.
- Wrote copy for marketing initiatives, including published books, social media, and live events that were promoted world-wide.

The Walt Disney Company – TV Animation

Burbank, CA

### Script / Production Coordinator – Monsters at Work

Jul 2019 – Apr 2021

- Developed and integrated production processes for the studio's first major CG-animated series.
- Oversaw the script pipeline and delivery across departments from development through premiere.

- Managed writers' room, editorial sessions, design/art reviews, and meetings with executives and directors.
- Coordinated schedules, notes, and project trackers in support of show leadership and the production team.
- Conformed evolving scripts to animatics throughout each stage of post-production.
- Logged voice records and collaborated with engineers on selects and line reads; attended all voice recording sessions.
- Drafted creative copy for licensing, publishing, and promotional materials.

Exec Producer Carter Harris & Director Simon Brand

Los Angeles, CA

#### **Writer's Assistant**

Jun 2018 – Jul 2019

- Managed daily operations, travel logistics, and high-volume calendars.
- Liaised with agents, studios, and production partners to ensure seamless communication.

Warner Bros. & Allison Shearmur Productions

Los Angeles, CA

#### **Script Reader**

Jan – May 2017

- Provided script coverage for features, TV, podcasts, and news articles.
- Rolled calls, handled expenses, and supported event planning and confidential paperwork.
- Maintained catalogues of writers, directors, and actors for projects in development.

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## Education

New York University | Tisch School of the Arts

**Bachelor of Arts in Film & Television, *Cum Laude***

NYU Dean's Global Honors Scholar - studied honor courses abroad in France, Israel, and Palestine.

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## Awards

2025 GLAAD Media Award Nomination: Outstanding Kids & Family Programming, Animated Episode

2021–Present: Featured Speaker at Latinx in Animation panels and networking events

2018 American Latino Media Arts Award: Emerging Latino Filmmaker

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## Certifications & Affiliations

IATSE 839 Animation Guild Member since 2021

2025 The Animation Guild Foundation's Mentorship Program – Inaugural Mentee

Registered Behavioral Technician, aiding children with autism learn life skills