

# Easton Andrykowski

Associate Producer / Production Coordinator

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## SUMMARY

Production professional with 6+ years of experience in animation and live-action environments, specializing in managing workflows, coordinating cross-functional teams, and driving projects from development through delivery. Experienced in balancing creative priorities with production needs, building efficient systems, and proactively solving problems to keep projects on track in fast-paced environments.

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## EXPERIENCE

### Netflix Animation — Production Coordinator

2019 – 2025

#### Charlie and the Chocolate Factory (Visual Development Coordinator)

- Managed day-to-day production workflows for a team of 15+ artists and stakeholders
- Oversaw schedules, deliverables, and feedback cycles to ensure timely project progression
- Partnered with creative leadership to align production execution with evolving creative goals

#### The Twits (Animation Coordinator)

- Owned tracking of milestones, approvals, and deliverables across multiple departments
- Led coordination of recurring team syncs and maintained real-time project status visibility
- Identified workflow inefficiencies and implemented adjustments to improve team alignment

#### Thelma the Unicorn (Project Coordinator)

- Managed revision cycles across stakeholders, ensuring feedback was clearly tracked and executed
- Proactively identified production risks and resolved issues to maintain schedule continuity
- Acted as a key liaison between teams to support efficient communication and execution

#### Ghee Happy (Asset Coordinator)

- Owned tracking and organization of 200+ production assets across the pipeline
- Built and maintained systems to ensure accuracy, accessibility, and timely delivery of assets

- Coordinated across internal teams and external partners to meet evolving production needs

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### **Back to the Outback (Project Coordinator / Assistant)**

- Promoted to Production Coordinator, taking on increased ownership of workflows and deliverables
- Managed vendor relationships, timelines, and deliverables across 3+ external partners
- Supported production planning and execution from pre-production through final delivery

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## **ADDITIONAL EXPERIENCE**

### **TruTV — Production Assistant**

2018 – 2019

#### **Tacoma FD (Art Department)**

- Supported on-set production logistics and art department operations during episodic shoots
- Coordinated preparation and distribution of daily sides and production materials
- Assisted with payroll documentation and production office workflows
- Acted as a communication hub across departments, ensuring timely updates during production

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## **CORE SKILLS**

Production Management • Workflow Ownership • Cross-Functional Leadership • Creative & Production Alignment • Vendor Management • Scheduling & Delivery • Asset Pipeline Management • Problem Solving

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## **TOOLS**

Airtable • Google Workspace (Sheets, Docs, Drive) • ShotGrid • Photoshop • Storyboard Pro • FLIX

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## **EDUCATION**

University of Colorado Boulder — B.A. Studio Art



Certified  
Builder

# Easton Andrykowski

*has successfully earned the*  
Airtable Builder Certification

Valid: April 18, 2026 to May 18, 2028  
Certificate No: 4rum94z4nj7m