

LETTY DRULANG

Line Producer / Project Management / Production Operations

Social Media / Events / Documentaries / Corporate / Film / TVCs / TV series

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Nationality: French | French / Spanish / English fluent | Dubai Marina based



Based in Dubai, UAE — currently freelance, actively seeking the contract / freelance leadership roles in UAE.

PROFILE

- 20 years' media production experience across film, TVCs, TV series and documentaries in the UK, UAE, KSA, France and USA.
- Owns the full physical production lifecycle: budgeting, creative interpretation, on-set problem solving and protecting creative intent, cost control, POs, invoicing and supplier payments, from proposal stage through delivery and post-production.
- Highly client-facing: acts as day-to-day point of contact for brand and government clients, managing expectations and flagging risk early across multiple time zones.
- Works alongside creative teams to carry concepts through into production, keeping creative intent intact from brief to delivery.
- Responsible for tracking, negotiating and reconciling production budgets up to \$2M USD, and managing crews of up to 100 onsite. Managed crews remotely across international productions.
- Builds the operating structure for production departments from scratch: folder systems, document templates, trackers, framework agreements, RFP presentations, suppliers' databases. Keeping multi project operations organised.
- Launched studio operations for a live GCC TV channel start-up, owning CapEx/OpEx budgets and workflows.
- Lateral thinker and analytical. Calm under pressure, with several years live TV experience.

RELEVANT EXPERIENCE

OCT 2024 – PRESENT

FREELANCE LINE PRODUCER / PRODUCTION MANAGER | *consecutive engagements* — chosen freelance chapter, UAE & KSA

- **Freedom Creative Agency** — Production Manager for the "DXB Unheard" podcast series, x8 episodes. Sourced locations & permits.
- **SMPRO** — Zone Manager for the Red Sea Film Festival, Jeddah. VIP and guest schedule management.
- **AStudio Creative Agency** — managed the videography team at the Zayed University graduation ceremony at ADNEC for same day social media deliverables and posting. Permits, crew, equipment, budgets.
Contributed to creative development for the "Your Sharjah" tourism campaign (Sharjah Government Media Bureau) — casting and set/props sourcing, shaping social first content from concept through same day edits and delivery.
- **People & Co** — managed film-shoot budgets and budget reconciliations for UAE government agency projects: Zayed Award for Human Fraternity 2025, Zayed Sustainability Prize 2025. Global locations: USA, Kenya, Indonesia, Egypt, Chile. Built the Film X department (folder structure, templates, trackers, RFP presentations); creator/crew contracts / onboarding, purchase orders, logistics.
- **Pique Productions** — ongoing Line Producer for brand clients TVC productions, managing creative deliverables with creative teams. Bateel, Procter & Gamble, Blacklane.
- **Milkshake Media** — ongoing Business Development since 2021, promoting MM business to advertising / creative agencies.

APR 2023 – JUL 2024

FIELD PRODUCER | **NEEDaFIXER** — *production services / fixer company* — *NEOM Contract*

- Schedule management, reformatted Operations calendar, produced admin workflows and documentation. Researched, instigated & managed KSA visas and Letters of Invitation. Optimized internal production resources averaging 10 shoots weekly. Researched and vetted international directors and DOPs for talent database. Produced film shoots across NEOM. Managed two assistants. Produced FWA contracts for suppliers and talent. Weekly reports.

JAN 2021 - APR 2023

FREELANCE PRODUCTION MANAGER - *consecutive engagements* — chosen freelance chapter, UAE & KSA

- **FilmGate Productions** (Feb 2023) — "Desert Tiger 6" military drill, presented to the UAE President and King of Malaysia.
- **Outline Productions** (Apr 2022–Oct 2022) — "French Country Cooking" series 2 & 3 for Discovery, with Michel Roux; \$2M USD budget filming 14 days shoot in France. Supervised post production schedules across 3 editors, reviewed edits.

- **GTV Media** (Oct 2021–Apr 2022) — NEOM: unit recons for the US feature “Desert Warrior”, payroll framework agreement for NEOM; “MDLBeast Freqways” and Saudia airline “Be Amazed” campaigns. Documentary “Return of a Winner”. Managed film crews remotely.
- **Déjà Vu** (Sep 2021) — Production Coordinator - Ranveer Singh “Yas Hai Khaas” TVC campaign.
- **Evolution Events** (Jan–Mar 2021) — MBZMFG 2021, commissioned by The Crown Prince Court.

PROJECT MANAGEMENT & OPERATIONS EXPERIENCE

DEC 2018 – DEC 2020

BOOKINGS & RENTALS MANAGER | *Filmquip Media (Full-time)* — *film equipment rental house*

- Managed equipment bookings for broadcast, film, drama productions: MBC's "Inheritance," the mini-series "Mirage" (Filmworks), and the feature "Al Kameen" (Image Nation). Managed one assistant and the warehouse team.
- Configured and rolled out "[Farmer's Wife](#)" scheduling software, tailoring it to team workflows and trained staff on its use.
- Developed a cross-hire tracking procedure to organise equipment hired from multiple suppliers, for speedier recons.
- Built a profit margin feature into quotation templates, enabling tracking of profit and loss across client jobs.

MAY 2017 – MAY 2018

HEAD OF STUDIO OPERATIONS | *Ellay.com (Full-time)* — *GCC e-commerce & live TV channel launch*

- Launched studio operations for a GCC e-commerce live TV channel start-up, owning CapEx/OpEx budgets and projected workflows.
- Designed the sample warehouse layout with several suppliers, cutting first-year budget by 40%.
- Supervised castings and headhunted on-air talent; authored the Studio Operations Manual and presented workflows to Chief level stakeholders.

MARCH – JULY 2011

PRODUCTION MANAGER | *Presteigne Charter Host Broadcaster (secondment)* — *French Open Tennis tournament*

- Host broadcaster production management for French Open Tennis: organised travel, transport and accommodation for 65 crew and clients across the tournament, liaising with The Tennis Channel, ESPN, NBC and French event officials.

2009 – 2011

CREW COORDINATOR | *Foreign & Commonwealth Office / Feltech Host Broadcaster (Freelance)* — *government summits*

- Host broadcast crew coordination on high-security events including the G20 Summit, the Papal Visit, the Cyber Space Conference, the Libya Conference and the Afghanistan Conference. Delivered crew logistics under maximum-security operating conditions at QEII Centre, Excel Centre, Lancaster House and Holyrood House, UK.

SKILLS

- **Production accounting:** budgeting, cost control, POs, invoicing, supplier payments, budget reconciliation, CapEx/OpEx.
- **Production direction:** leads creative teams during pre-production planning, testing artistic ideas against budget and schedule feasibility, negotiating practical alternatives before filming.
- **Systems & softwares:** advanced user in Monday.com, Pipedrive.com, Airtable, Farmerswife.com (formatted, imported, integrated, trained staff). Microsoft Office, Google workspace. Have designed folder structures, document templates, trackers, master schedules, archiving. Experienced in Pebble Beach, Pharos MAM softwares.
- **Technical:** broadcast and film equipment knowledge. Studio operations, AV/rigging, technical specs, live TV workflows.
- **Languages:** fluent French, Spanish and English; currently learning Arabic (Level 3).
- **Operational:** multitasking, workflow design, meeting deadlines, resource & schedule management across multiple projects.
- **Stakeholder management:** diplomatic, persuasive, calm under pressure, strong client and vendor relationships.

EDUCATION & TRAINING

- BBC Health & Safety Training — Safe Management of Productions 1 & 2, UK
- City & Guilds E-Quals Diploma (Level 2), IT Principles, Spreadsheets & Databases — Balham IT Centre, UK
- B-TEC HND, Television Programme Operations — Ravensbourne College, Kent, UK
- Certificate in Media Study, Television and Film — Amberley College, London, UK
- Lycée Français Charles de Gaulle's, London, UK

References available upon request.