

# MARK LITTEN

CREW / ACCOUNTING

440.725.3858 gotmark@mac.com

Cleveland, OH

## OBJECTIVE: TO FIND WORK IN THE FILM INDUSTRY

Successful professional with 20+ years' experience. Experience in live events of all types from theaters to large scale public assembly events. Extensive contract manager experience (developing, negotiating, tracking, finalizing (agent, promoter, vendors, staff, facility), tour financials and tour planning and travel. Experienced in budget forecasting, crew and client management, VIP relations, reconciliation and cost containment. Strong knowledge of site planning, logistics, and local and state authorities' oversights.

## SKILL SETS

*Strong Contract skills*

*Budgeting and finance experience*

*Client relationships skills* ☺

*Staff management of over 120 people*

*Accomplished at group travel and movement*

*Development of cross marketing opportunities*

*Scaling ticket sales experience/BOX OFFICE understanding*

*Comprehensive Procurement knowledge*

*VIP/Dignitary services*

*Team leadership skills* ☺

*Multi-city project/staff management experience*

*New Business Development*

*Strong Merchandizing Background*

*Multi Project management capacity*

## Tour Accountant

*Responsible for all touring financial matters for client. Interaction with business management, and manger on a daily basis to develop and implement budget, secure vendors: traveling sound and light: trucking; busing; staff acquisition and management; daily budget and performance settlement reports; assisted Tour Manager in the management of 60+ crew members in multiple markets simultaneous.*

**Bruce Springsteen; Shania Twain; Jack Johnson; Metallica; Def Leppard; Limp Bizkit; +++**

**Tour Manager:** *Assisted agents on routing tours; Negotiated all travel arrangements worldwide for a crew of 20+ crew members.; Responsible for artist and artists' families' welfare while on tour: travel, accommodations, and entertainment; Assisted Tour Accountant in Vendor negotiations and venue relations; Managed all press and public relations events; Scheduled all promotional appearances: TV, Radio, Charities, and Personal; Oversaw all VIP scenarios- press, record company, political, charity based*  
**Def Leppard; Sammy Hagar; Garbage**

## MADMAN HOCKEY –Mentor Ohio

*Secured, maintained and developed relations with all major hotel brands and streamline company's contracts and utilization of assets.*

**Merchandizing- both facility and artist experience** *Responsibilities included concept creation; procurement of product; contracting vendors; points of sale; price structuring; shipping and receiving inventory*

**Greater Cleveland Film Commission Workshop,** *Cleveland Ohio.PA Assistant Workshop*