

Zachary Spitzer

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Selected Experience

Skirball Center for the Performing Arts	Production Manager	2018 – Present
Responsible for safe and efficient use of NYU Skirball stage; Led Production Department consisting of five full time and numerous freelance employees; Coordinated physical production elements for all events, including mainstage presentations and corporate rentals; Identified and managed short and long term maintenance and upgrade needs; Coordinated necessary permits with FDNY; Developed, implemented, and codified standard and emergency procedures.		
Lincoln Center for the Performing Arts	Production Coordinator	2021 – Present
Day of event coordination and management. Freelance.		
Aurora Productions	Associate Production Manager	2017 – 2018
<i>Angels in America</i> , Neil Simon Theater		
Supervised technical production elements for the Broadway revival of <i>Angels in America</i> ; Tracked and approved Local One payroll; Processed and approved IATSE Pink Contract payroll; Coordinated the installation and repair of automation and flying effects; Coordinated between creative team and vendors for the safe creation of flying effects.		
New York City Center	Associate Production Manager	2014 – 2017
Planned, scheduled, budgeted, and supervised technical production elements for main stage productions; Coordinated rental equipment lists and bids with shops; Created Vectorworks construction and shop drawings; Applied for and coordinated with City agencies for permits and inspections; Coordinated Local One, IATSE 764, and Teamster unions work rules; Processed and approved payroll for union and non-union employees.		
Houses on the Moon Theatre Company		
<i>SuperHero</i> , The Sheen Center Black Box	Production Manager	2022
<i>The Santa Closet</i> , 64 E 4 th Street Upstairs	Production Manager	2019
<i>De Novo</i> , Next Door at NYTW	Production Manager	2017
<i>Tara's Crossing</i> , Northeast Tour	Stage Manager	2011
<i>De Novo</i> , Northeast Tour	Stage Manager	2011
<i>Santa Claus is Coming Out</i> , Theatre Row	Stage Manager	2009
Tilted Windmills Theatricals	Production Manager	2015
<i>Popesical</i> , NY Fringe Festival		
Tryout of a new musical as part of the NY Fringe Festival at Theatre80; Run extended at the Soho Playhouse.		
Stuart Thompson Productions	General Management Assistant	2013 – 2014
<i>No Man's Land / Waiting For Godot</i> , Cort Theater		
Broadway productions of <i>No Man's Land</i> and <i>Waiting for Godot</i> performed in repertory; Tracked investor agreements and capitalization finances; Managed house seat and tony voter ticketing; Calculated and processed return of investment payments to investors; Paid bills in QuickBooks; Drafted and proofed contracts prior to signing; Tracked sales, inventory, and return-on-investment for various marketing channels.		
Penguin Rep Theater	Production Manager	2009 – 2010
Coordinated four main-stage productions as well as numerous play readings and family presentations per summer season; Remounted <i>Freed</i> Off-Broadway at 59E59's Theatre A.		

Education

NYU Stern School of Business (MBA Candidate, Specialization: Entertainment, Media and Technology)	Expected Graduation: 2022
Brooklyn College (MFA, Performing Arts Management)	Graduated: 2013
North Carolina School of the Arts (BFA, Lighting Design)	Graduated: 2010

Licenses & Certificates

New York State Class D Driver's License	OSHA 30 Hour – General Industry
FAA Private Pilot, ASEL, Instrument Airplane	FDNY Certificate of Fitness C15 (Supervise Flame Proofing)
PADI Advanced Open Water, Nitrox	FDNY CoF F03 (Indoor Place of Assembly Safety Personnel)