

Nicole Perrin

+1-647-554-1854 EST · nicoleperrinwork@outlook.com · [Animation Demo](#) · [LinkedIn](#)
Toronto ON Canada

SENIOR TOON BOOM RIGGING/ BUSINESS AFFAIRS ASSISTANT

Graduating with honours from the Film & Television Business program at Centennial College, I am seeking the role of a business affairs assistant or coordinator assistant with a specialization in the animation industry. As a senior-level Toon Boom rigging specialist, I draw on the background and skills I have acquired over the past 10 years in the animation industry. I am eager to refine my knowledge and skills as a producer to effectively produce the projects I envision and aspire to create into reality.

KEY COMPETENCIES

- Customer Relationship Management
- Resources Management
- Supply Chain Management
- Operations management
- Self-Disciplined
- Listening Skills
- Project & Event Coordination
- Mediation
- 2D Hand-Drawn/Puppet Animation
- Patience
- Frequent Communication
- Teamwork

TECHNOLOGY SKILLS

Digital Illustrator | Proficient Microsoft Office Suite | Proficient Canva | Advanced Google Suites |
Advanced Toon Boom Harmony | Advanced Clip Studio EX/Photoshop | Advanced Procreate

PLATFORMS/APPS

YouTube | TikTok | Instagram | Twitter | Blue Sky | Twitch | Zoom | Etsy | Trello | Discord | Ko-fi |
Patreon | Advance Canva

LANGUAGES

English | French

PROFESSIONAL EXPERIENCE

Freelance Artist/ Illustrator/ Animator

Lead Animator/ Production Coordinator/ Designing Consultant

Aug 2017 - Present

- **Consultation:** Discuss the client's design vision and specific elements, review their request form and references, assess effort, and provide a quote. Maintain a positive relationship and make recommendations to enhance the concept, ensuring the final product exceeds expectations. Keep communication open and seamless.
- **Concept:** Create a concept sketch with the client, focusing on pose, colour scheme, lighting, and emotion. Submit interim designs for client approval at each stage.
- **Production:** Outline the approval phases and key deliverables. Perform quality control and address client concerns. Maintain communication with the client.
- **Deliverables:** Provide a schedule of key dates, including a high-resolution illustration in a zipped folder. At closeout, deliver all final assets and gather client feedback.

Moi&Dave

Business Affairs Intern

Contract Role | May 2025

- As a business affairs intern in production, I supported key financial and logistical aspects of development and production. I created budget assumptions based on previous cost reports, developed cash flow projections factoring in interim financing and interest estimates, and prepared a successful CMF OLMC funding application. I also contributed to refining the creative pitch package, formulated a development budget for an upcoming production, assisted with location scouting for a documentary, and conducted outreach through cold calls on behalf of the production coordinator.

[Moi & Dave Production Link](#)



Toronto

Contract Role | 2025

- As the Creative Pitch Deck Designer, I was responsible for developing a visually engaging and conceptually accurate pitch deck for an upcoming series. Collaborating closely with the producer, I translated the show's vision into a compelling visual narrative, ensuring it captured the tone, aesthetic, and overall feel of the production. The deck was designed to not only showcase the creative direction but also align with industry trends and market expectations, positioning the series effectively for potential investors and partners. The final result was a polished, strategic tool that successfully conveyed the show's potential and vision.

[Border2Border Entertainment Link](#)



Toronto

Senior Toon Boom Rigging Department

2019-2023

- As a Harmony Toon Boom Senior Rigger, I participated in the productions of Casa Grande, Final Space, We Lost Our Human, Clone High and Exploding Kittens. Master drawing a variety of artistic styles with the use of Toon Boom Harmony 17 to 23. My duties included digital clean-up work, Prop/Character rotations, and building efficient rig creation. I work with a diverse range of nodes, including matte resize, colour selector, colour overrides, glow, visibility odes and weighted deformers. Ensuring all nodes within the network were correctly named and organized efficiently. I addressed and resolved issues related to the complex and defective rigs while collaborating with the senior riggers, design department and animation team.

[Jamfilled Entertainment Link](#) [Boat Rocker Media Link](#)



Intermediate Toon Boom Rigging Department/Clean-up Artist

Contract Role | 2018-2019

- In this role, I developed clean and efficient rigs to optimize functionality within both the design and animation processes. By meticulously refining all designs according to established timelines, I collaborated closely with the animation lead to devise strategic approaches for addressing the complexities inherent in tradigital animation styles for productions like Charlotte (TIFF premiered 2021) and Warner Bros. Looney Tunes. A key aspect of my responsibility was to create user-friendly networks that empowered the production team, enabling them to understand and manipulate assets easily. This collaborative approach not only facilitated smoother workflows but also ensured that our animations maintained a high standard of quality throughout the production.

[Yowza Animation Link](#)



Intermediate Toon Boom Rigging Department/Clean-up Artist

Contract Role | 2017-2018

- Employed as a Character and Prop Breaker on the production of Esme and Roy.
- Created animatable rigs using Photoshop Texture and Toon Boom Harmony.
- Established a simple and effective workflow with the design team using shared folders to export and import special textures that were applied to animated characters and props.
- Created template rigs for characters and props used by the rigging team.
- On-boarded and supervised a junior rigger on the production of Esme and Roy.
- 2015 - employed on a 4 month contract for the production of Fresh Beat Band of Spies

[Nelvana Enterprise Link](#) [Corus Entertainment Link](#)

Intermediate Toon Boom Rigging Department
Contract Role | 2015-2017

- Rigger on the production of Cat in the Hat Knows a lot about that and Doki's Adventure
- Verified size relations to ensure the correct scale and verified line weights of props to characters.
- When required, I added extra views or cycles for animators and Toon Boom clean-up and breakdowns.
- Adding simple animation cycles and rotations for more efficient use in the pipeline.

9 years of collective industry experience with various studios

EDUCATION

Centennial College Film and Television-Business
2024-2025

- Completed the program with over **4.0 GPA** average and recipient of the **2025 Dean's Award for Academic Excellence.**
- A two-semester program focused on the business aspects of the film and television industry.
- Combines industry knowledge with business principles to develop project financing, marketing, and business strategies.

Algonquin College Animation
2011-2014

- Completed the 3-year program in animation focusing on traditional hand-drawn animation. Mastered life drawing and acquired skills in background creation, perspective drawing and character creation and design.
- Advanced user Toon boom Harmony digital animation program.

VOLUNTEER/PUBLIC SERVICE

Fundraising for St.Judes Children's Research Hospital
2022
[St.Judes Hospital Link](#)
Summer Slam fundraising for Gamers Outreach
2023-2025
[Gamers Outreach Link](#)
Basic Art mentoring and portfolio review
2020-Present

REFERENCES

Joseph Lague

Jamfilled Rigging Supervisor.....

✉ lague.joe@gmail.com

Amanda-Lee Hazimeh

Liaison Designer consultant.....

✉ alee.hzh@gmail.com