

# Elio Khalil

Producer

## Personal Info

Address: Abu Dhabi,  
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elio-khalil-b4112012

Portfolio:  
Elio Khalil's portfolio

As a highly motivated professional with a BA in audio-visual studies and decade of experience, I bring a unique combination of skills to the table. With a strong work ethic and a keen eye for detail, I excel in high-pressure environments, leveraging my exceptional problem-solving abilities to deliver results efficiently. My expertise spans scheduling, budgeting, transportation, accommodation, and logistics, allowing me to provide seamless support to projects. As a team player with strong analytical and communication skills, I thrive in fast-paced environments and am confident in my ability to adapt quickly to new situations.

## Experience

**Producer, 11/2022 - present**  
**Abu Dhabi Media Network**  
- The Track

- سهيل
- الشارة 2025
- معرض ابوظبي للكتاب 2025
- مهرجان الحصن 2025
- ع الضو - الموسم ٢
- عيد الاتحاد 53
- اليوم الوطني البحريني
- صباح الإمارات الموسم الخامس
- الشارة ٢٠٢٤
- تيفان لؤل
- مهرجان الشيخ زايد ٢٠٢٢
- Brainstorming and developing ideas for new shows or episodes, working closely with writers, directors, and other creatives.
- Reviewing and revising scripts, ensuring they meet the show's vision and tone.
- Creating and managing production schedules, including setting deadlines, coordinating shoots, and allocating resources.
- Overseeing the budget for the production, including securing funding, managing expenses, and ensuring cost-effectiveness.
- Planning and preparing for filming, including location scouting, set design, and equipment selection.
- Overseeing the day-to-day operations on set, ensuring efficient filming, and resolving any issues that arise during production.

**Unit Production Manager, 11/2023 - 05/2024**

**Different Productions FZ LLC**

- Unstoppable "The Italian Dream"

- Manage and control the production budget, ensuring that expenses are tracked and stays within allocated limits.
- Coordinate transportation, accommodations, and equipment for cast and crew.
- Identify and secure locations for filming, obtain necessary permits, and coordinate logistics with location scouts and vendors.
- Obtain all necessary permits and licenses required for filming, including filming permits, road closures, and noise permits.
- Coordinate with all departments to ensure smooth communication and efficient workflow on set.
- Troubleshoot issues that arise during production, such as equipment malfunctions or last-minute changes to the schedule.
- Ensure that the production stays on schedule and that delays are minimized or mitigated.

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Line Producer, 06/2021 - 06/2023  
Production Manager, 03/2018 - 06/2019  
Different Productions FZ LLC

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- It's OK - Elissa
- Astronauts - Season 1

- Develop and maintain detailed production schedules, budgets, and shot lists in collaboration with the production team.
- Create and manage shooting schedules, including setting up call sheets, casting, and logistics.
- Hire and manage the production team, including assistants, coordinators, and other personnel.
- Work closely with the director and writers to ensure that the script is implemented correctly on set.
- Oversee the construction and maintenance of sets.
- Monitor expenses and identify areas where costs can be reduced without compromising the quality of the production.
- Ensure a safe working environment on set by enforcing safety protocols and procedures.
- Coordinate with post-production teams to ensure a smooth transition from production to post-production.
- Provide regular progress reports to producers, directors, and other stakeholders on the status of the production.
- Lead a team of production assistants, coordinators, and other personnel to ensure that tasks are completed efficiently and effectively.
- Coordinate with vendors to ensure that they provide high-quality services at competitive prices.

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## Education

BA in Audio Visual Studies, 10/2006 – 06/2010  
Lebanese European Institute of Technology (ITLE), Beirut, Lebanon.

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## Skills

- Organized & Punctual
- Perform under pressure & problem solver
- Communications
- Invoice Generation
- Film editing
- EVS program
- Production Accountant
- MS Office