

ELIJAH NICHOLSON

STUDIO MANAGER CREATIVE OPERATIONS WORKFLOW & AUTOMATION

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PROFILE

Studio Manager specialising in creative operations, workflow optimisation and automation. Experienced in leading creative teams and designing Monday.com systems that improve resource visibility, remove manual processes and connect creative and operational teams across global studios. Strong technical knowledge across Adobe Creative Cloud, Figma, motion, print and digital production.

KEY SKILLS

CREATIVE OPERATIONS

Studio Management
Resource Planning
Workflow Design
Process Improvement
Team Leadership

AUTOMATION & SYSTEMS

monday.com
Make
Workflow Automation
Integrations
Dashboards
Reporting
Capacity Management

CREATIVE

Figma
InDesign
Photoshop
After Effects
Print
Digital
Motion
Brand Governance

SELECTED IMPACT

- 80+ hrs/month saved through improved global briefing
- 99% reduction in date-formatting errors
- 75+ hrs/new hire reclaimed through Figma onboarding
- 80% reduction in onboarding overhead
- 66 users / 1,650 holiday days automated
- Zero data loss during global system recovery

EDUCATION

MULTIMEDIA TECHNOLOGY AND DESIGN | 2:1 (BSC)

University of Kent: England | 2013-2017

INTERNATIONAL BACCALAUREATE | 27

International School of Düsseldorf: Germany | 2001-2013

REFERENCES

CHRISTIE'S

Stuart Elwell, Senior Creative Artworker

WELLCOM LONDON

Mark Terry, Studio Manager

Contact information available upon request.

PROFESSIONAL EXPERIENCE

STUDIO MANAGER | WELLCOM LONDON

Embedded at Christie's | July 2022 - Present

Lead a creative production team supporting complex international auction campaigns, with responsibility for workflow, resource allocation, technical delivery and process improvement.

- Manage studio workload, assigning work across the team while overseeing quality, deadlines and technical delivery.
- Designed and implemented interconnected monday.com workflows covering briefing, resource planning, assignment, production and handover.
- Built automated OOO/capacity checks, notifications, timestamps and designer availability updates to reduce manual administration.
- Created a global briefing workflow that saved 80+ hours per month in London and reduced date-formatting errors by 99%.
- Built centralised resource dashboards providing live visibility of studio capacity, workload and priorities across global teams, reducing freelance reliance.
- Automated holiday management for 66 users by integrating BambooHR with Monday.com via Make, automatically reflecting holiday bookings in studio availability and removing a manual process.
- Created a global Figma onboarding framework, reducing lead onboarding time by approximately 80% and reclaiming 75+ hours per new hire.
- Resolved a critical global tracking-system failure independently, restoring functionality with zero data loss.
- Act as a technical and operational link between Creative, Account Management and wider stakeholders.

CREATIVE ARTWORKER | WELLCOM LONDON

Embedded at Christie's | September 2019 - July 2022

- Produced print and digital artwork for complex international auction campaigns.
- Led the integration of Shorthand digital assets into the auction production pipeline.
- Identified production bottlenecks and helped standardise campaign workflows, improving consistency and turnaround times.
- Provided technical production support across print, digital and motion.

MIDWEIGHT ARTWORKER | WELLCOM LONDON

August 2017 - September 2019

Produced print and digital artwork within a high-volume studio environment, developing technical and production knowledge.

JUNIOR ARTWORKER | WELLCOM LONDON

August 2016 - August 2017