



YINGYING ZHENG

PRODUCER ASSISTANT

PERSONAL SUMMARY

I am an undergraduate student studying the Arts and Sciences degree at University College London. As an interdisciplinary student, I have studied a wide range of subjects including filmmaking, psychology, philosophy and computer sciences. I have a keen interest in filmmaking and photography, and participate in different media productions on & off campus. I have completed internships with media companies in both China and the UK.

TO CONTACT:

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SKILLS

- Microsoft Office Pack (Word, Excel, PowerPoint),
- Programming & Coding Software (Python, Sonic Pi, Unity)
- Photo & Video Editing Software (Adobe Photoshop, Premiere Pro, Final Cut)
- Music Composition Software (Ableton Live, GarageBand)
- DJ Software (Serato DJ Pro, Rekordbox)

CAREER SUMMARY

Intern/ Part-time

Imotion Ltd. | 2019 - Present

- Technical Skills: Learnt how to operate advanced equipment including canon c300ii, DronePhantom 4 Pro V2.0 and DJI Ronin M 3-axis Gimbal.
- Communication: Learnt how to conduct effective communication among actors, director and producer; ensured the dynamics and smoothness of the filming process.
- Project Management: Responsible for writing and refining project plans and the bidding documents that have significant values to the company.

Intern

Banxia Cultural Development Co., Ltd., | 2017

- Technical Skills: Learnt various technical skills needed in film production, including manipulating advanced DSLR cameras, light adjusting and interview skills.
- Marketing Creativity: Created and formalised marketing ideas for the company's official account on social media.
- Team Work: Collaborated with colleagues when interviewing the inheritors and shooting films.
- Administrative Skills: Learnt how to write meeting memos and meet clients.

VOLUNTEER EXPERIENCE

Event Photographer

Transitions Film Festival | 2019

- Took photos of premiere events of independent films, VR films and documentaries from all over the world, including shots of guest speakers in panel discussions and audience's responses during Q&A sessions; conducted post-production of the images via Photoshop.
- Assisted with ticketing, handing out and collecting user surveys.

EQUIPMENT

- GoPro Hero 5
- Canon 5D Mark iii
- Insta360 One X

RELEVANT EDUCATION

- **University College London**
BASC Arts and Sciences 1st
- **University of Melbourne**
Exchange Programme 2:1
- **St Leonards School**
International Bacculaureate 40/45

Videographer

Melbourne Racing University | 2018 - 2019

- Shot and edited footages of automotive engineering, car racing and the team-based organisation.
- Produced promotional videos that are required by sponsors; the videos are posted on social media platforms periodically.

Welfare Officer

UCL Film & TV Society | 2017 - 2018

- Encouraged LGBT and BAME members, as well as disabled, postgraduate and mature students to participate in the society's activities; acted a communication channel for students who have barriers to entry to involvement in the society.
- Collaborated with other committee members and the Union to organise society's activities such as the project production of web series, podcasts and screenings.