

Linglan Duan

Creative person, problem solver, quick learner, and experienced collaborator

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Education

Bachelor's degree of Drama, Film and Television Directing 2022
Wuhan College of Media and Communications, China

Work experience

- **Patent Assistant**, Tidy tend IP Law (Australia Branch) 2024
 - Prepare, file, and manage patent applications, ensuring compliance with Australian and international requirements.
 - Coordinate case progress and document preparation with agents, clients, and colleagues to maintain workflow.
 - Handle annuity payments, restoration requests, and corrective actions for missed deadlines or misplaced documents.
 - Track case statuses, address client needs, and ensure efficient, accurate service delivery.
- **Receptionist**, The Parkmore Hotel (Melbourne) 2024
- **New Zealand Working Holiday**, Sales Assistant/ Receptionist/ Front of House 2023
- **Animator**, *Sunset* (thesis film) 2022
 - Independently produced an animated short film inside a live virtual production Unreal environment
 - Authored optimized art assets for kit world building and set dressing and character animation
 - Received the *Best Creative Short* award from Wuhan College of Media and Communications
- **Visual Effects TD**, The Big Fish (film), Dongguan Tianbao Film and Media Ltd 2021
 - Artist and compositor of visual effects for a short film using After Effects.
- **Video Team Lead**, Neu-reality(shen jing xian shi) (non-profit volunteer) 2020-2021
 - Led a multidisciplinary team of researchers, artists, and voice talent to expand online audience reach by editing a series of 5 neurosciences explainer [videos](#) were produced with over 147,000 views.
- **Head of Localization**, *Breaking Into Gamedev* (book) 2020
 - Worked closely with the author to accurately translate 90 pages of English text, diagrams, and illustrations into Chinese for guidebook on game development published by [Indienova](#) and [Itch.io](#).
- **Camera Operator and Video Editor**, Health Commission & Dialect Protection 2019
 - Shot, edited, and color corrected a short film for Health Commission of Guangdong Province with a small team.
 - Worked within a team on The National Dialect Protection Project at Jingshan. Ensuring that over 4,000 video clips were entered correctly into the national database.
- **Indie Films (Multiple Positions)** 2018-2022
 - Produced several independent short films in college and held various key positions on the crew.
 - Facilitated rentals, locations, scouting, scheduling, and day to day production management.

Skill and Interests

Technical: Filmmaking, Editing & Postproduction, 3D Animation, AR & VR, Game Design, Excel

Misc: Fluent in English and Mandarin, Driving, Graphic Design, Photography

Interests: Papercraft, Baking, Acting, Pets, Feminism, Dancing, Chinese Divination