

# CHLOE LIM

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## EDUCATION

CHAPMAN UNIVERSITY

AUG 2022 - MAY 2025

- B.F.A in Film Production, Sound Design Emphasis
- Themed Inquiry in History of the World
- Magna Cum Laude

DE ANZA COLLEGE

APRIL 2021 - MAY 2022

- Certificate in Film and Television
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## WORK EXPERIENCE

SMOKESHOW ENTERTAINMENT, PODCAST PRODUCTION INTERN

JULY 2025 - PRESENT

- Supported recording and editing phases to ensure factual accuracy and narrative clarity
- Developed outreach skills for securing and coordinating credible interviews
- Draft narrative scripts balancing rigor with entertainment

CHAPMAN UNIVERSITY, TEACHING ASSISTANT

FEB 2025 - MAY 2025

- Maintained audio equipment to ensure functionality for lectures and lab sessions
- Guided students during projects by troubleshooting technical issues and demonstrating software workflow
- Coordinated smooth communication between professor and students

MAD MASSIVE ENTERTAINMENT, DEVELOPMENT INTERN

MAY 2024 – AUG 2024

- Wrote detailed script coverage and summaries to support project evaluation and selection
- Lead team projects in developing ideas for adaptations, aiding in the development process
- Assisted with client management and participated in pitch meetings to enhance

MM2 ENTERTAINMENT, DIRECTOR'S ASSISTANT

MAY 2023 - JULY 2023

- Developed strong communication and time management skills to ensure Director's schedule
  - Boosted organizational abilities through compilation of comprehensive storyboards and essential materials before each day of production
  - Collaborated with other assistants to ensure Director's needs from separate departments (administrative, creative, food, production, etc) were met
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## SKILLS

- Proficient in Mandarin (read, write, and speak)
  - Microsoft, Adobe Creative Cloud, Final Draft, Avid Media Composer, Pro Tools, MS Office
  - Script Coverage, Sound Design, Foley, ADR Recording, Audio Production, Location Sound, Script Supervising, Dialogue Editing, Administrative Duties
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## CERTIFICATIONS

- Pro Tools (Avid Certified)