

# (PATRICK) MINH NGOC LE

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## SUMMARY

Dependable commercial video producer with more than 8 years of experience in start-to-finish production and a strong background in post-production. Skilled in Adobe Premiere, After Effects, and Protools. A detail-oriented, quick learner with exceptional organizational and communication skills.

## PROFESSIONAL EXPERIENCE

### **Executive Producer, CARDINAL PRODUCTION CO., LTD, Vietnam**

**From 2019 to 2023**

- Owned and operated.
- Produced 03 distinct 5-minute antibiotic animation videos, featuring the renowned Vietnamese actor's voice-over, for Skretting. These videos effectively educate farmers about the proper usage of antibiotic drugs for their shrimp/fish farms. ([clip 1](#), [clip 2](#), [clip 3](#))
- Produced 3D Animation introduction video for Huda Top talent program, as part of Huda beer campaign for [2018](#) and [2019](#)
- Produced [Love Connection contest instruction video](#) for Vietjet Airlines, big Vietnamese airline corporation.
- Produced [songs](#) that were used on the airplane for Vietjet Airlines to Korea, Taiwan, India, Japan, Australia and domestically.
- Produced [animated promotional video](#) for Nam Duong Cambodia, a large Vietnamese brand for Cambodia market.
- Led several video and audio post production projects from initial to final stage for big clients such as Halida Beer, The Face Shop, among others
- Seek new and encourage repeat customers with 10% client-based growth via word-of-mouth recommendations.
- Managed cost vs staff vs expectation in order to deliver good product to happy client
- Audio and video edit, audio mix

### **Producer, GOOD SUNDAY FILMS, Vietnam**

**From 2018 To 2021**

- Led and Produced the TVC videos for [Acecook](#), [Aquafina](#), [Angela Gold](#), [Anlene](#), [Grow](#), [Neptune Light](#), [Simply](#), [Phở Đệ Nhất](#), [Skin Aqua](#), [Tone Up](#), [Twister Tropicana](#), among others, aiding in garnering millions of views from prime-time television broadcasts on major Vietnamese channels such as VTV, HTV, BTV, SCTV, among others
- Pitched concepts and summarize results during multiple client meetings
- Met deadlines and project budgets
- Worked with teams to develop pre-production decks including location, talents, arts, wardrobes, etc
- Supervised production staffs and process from pre to post, make sure to deliver qualified audio and video clips.
- In charge of producing +18 commercial spots

### **Post Producer, BONJOUR SAIGON, Vietnam**

**From 2015 to 2018**

- Led team in post-production process for feature film such as [Rừng Xanh Kỳ Lạ Truyện](#), [Đời Cho Ta Bao Làn Đồi Mươi](#), [Lục Vân Tiên](#), among others attracting millions of cinema viewers.
- Led team in post-producing TVC for many brands such as Nestle, Pepsi, Coca Cola, among others
- Managed staffs to ensure the smooth use of resources
- Prepared quotes, negotiate pricing and manage schedules
- De-briefed to team from creative and technical perspectives
- Maintained good relationships and communication with clients at all stages
- In charge of most of projects during working period

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## EDUCATION

### **Interactive Media Design Diploma, Algonquin College, Ottawa ON**

**From 2023 to 2025**

Dean's Honor for term Fall 2023

- Web Development (HTML, CSS, JavaScript): Learn code the web
- Motion Graphic (After Effect): Learn to do the motion graphic
- Content Management System (WordPress, Drupal, Shopify): Understanding different CMS, hosting, domain
- Graphic Design (Photoshop, Illustrator, InDesign): Learning all the technic to do graphic design
- Photography (Lightroom): Practicing all the photography theory including composition, lighting, cam spec
- UX/UI Design, Design Foundation (Figma): understand the design theory, learn to design for UX/UI

### **Master of Business Administration**

### **Solvay Brussels School of Economics and Management, Vietnam Belgium School**

**From 2013 to 2015**

Ref # 5985210, ECA by World Education Services

## RELATED SKILLS

- Microsoft Office (Word, Excel, Power Point, Outlook)
- Video Editing (Premiere, After Effect)/ Video Directing/ Video Producing

## ADDITIONAL QUALIFICATIONS

- Ability to provide excellent customer service to variety of clients.
- Passionate and driven individual with a deep love for the creative industry
- Demonstrated experience in post-production for advertisements, delivering high-quality audio and video content.
- Exceptional organizational and communication skills to ensure smooth workflow and effective collaboration within a team.
- Demonstrated capacity to meet deadlines, manage budgets, and consistently deliver outstanding results.
- Languages: English (fluent), French (Delf A2), Vietnamese (fluent).

## VOLUNTEER AND CO-CURRICULAR ACTIVITIES

### **Harm Reduction Department Volunteer, Max Ottawa**

**From Jan. 2024**

- Actively to assemble harm reduction kit for LGBTQ+ community

### **Classique Movie Club Founder and Leader, Algonquin College Club, Ottawa ON**

**From Jan. 2024**

- Actively organized the screening session twice a month for the club member
- Presented and curated classical movie from different movement of the world cinema

### **Student Leadership Program, Algonquin College, Ottawa ON**

**From Sep. 2023**

- Participated in the program to practice leadership skills and strategies in Canada
- Volunteered for school's project

### **International Peer Mentor Program, Algonquin College, Ottawa ON**

**From Sep. 2023**

- Actively participated in all the activities to create a socially successful environment while assisting in assimilating students to life in Canada
- Provided new students with information and connected them with resources and services which can help them succeed in their studies