



Maddie Hong

Film + Creative Tech

maddiehmhong@gmail.com
(703) 389-2029
909 Foster St Evanston, IL
maddiehong.me

Education

Northwestern University 2020 - Evanston, IL

Degree | Bachelors in Radio/Television/Film, Minor in Computer Science, Segal Design Certificate
Activities | Northwestern Undergraduate RTVF Student Association (Co-Chair, Class Representative), Northwestern Women Filmmakers Alliance (Productions Chair), Chapin Humanities Residential College (Academic Chair)

Skills

Film Production Experience

- Lead Editor of 6 narrative short student films
- Writer/Director of 2 short films that have received University Grants
- Producer of 2 short student films and a student filmmaking festival, 3 years paid work and internship experience in video editing
- Experience writing script coverage, making selects, editing sizzle reels, and performing research for current and pending projects

Software Proficiency

- Adobe CC (Premiere Pro, After Effects, Photoshop, Illustrator),
- Microsoft Office (Word, Excel, PowerPoint, Outlook),
- Google G Suite (Gmail, Google Calendar, Docs, Sheets, Slides),
- Web Development (HTML5, CSS, JavaScript)

Communication Skills

- 6 years experience in customer service and sales
- 3 years experience working in a business or office environment
- Adept at project management, planning, scheduling, and goal-oriented problem solving in both independent and team-based environments

Work and Volunteer Experiences

Freelance Video Editing/Videography

January 2019 – Present

- Communicate ideas and vision with clients, manage budgets for small video projects, storyboard and plan video shoots, edit video/sound/coloring for final product, design and animate graphics/text/logos
- Clients include: Tom Cushing for Judge Campaign, The Sun Mitt by TactoPack Technology, Is This Thing On Studios, Northwestern University School of Communication, Brat Studios VR Series

IT Consultant | Northwestern IT

September 2017-Present

- Provide support to students, faculty, and affiliates on various University-supported software and hardware by responding to call and email questions and assisting with in-person troubleshooting
- As Senior Consultant, also support fellow student consultants by providing feedback to coworkers, writing guides and coursework for trainees, and assisting team leads in weekly associate trainings

Post-Production Intern | Immortal Cinema International

September 2019 – December 2019

- Worked as one of three interns assisting head editor for post-production studio
- Duties included: writing coverage on current web series, short narrative films, and feature documentaries in finishing stages, making selects of footage for documentary and narrative in editing stage, creating graphics for marketing videos and sizzle reel in After Effects

Volunteer | TecnoLatinX VR Lab

June 2019-September 2019

- Volunteer at lab events/conferences promoting lab's recent VR project with local Latina high schoolers
- Assisted in designing introductory curriculum for emerging tech and art classes, particularly in introducing projection mapping art pieces and software for local high school students

Productions Intern | The Newseum

June 2017-September 2017

- Sole assistant to the Director of Productions for museum exhibits and events
- Duties included: conducting research for exhibits such as looking for 360 documentary content for monthly *VR Top 10* exhibit, writing shot lists and filming supplementary video material for current exhibits such as *The Lighter Side of News* and *Newseum Nights*