

Sarah Tsui | helloimsrah.com(WIP)

Extremely approachable professional experienced in VFX Production and college graduate in 2D/3D animation, looking to expand into Render Wrangler. Passionate about the seeing the larger picture, making creative people happy, and bettering fundamentals to solve technical challenges.

Areas of expertise include:

- ✓ Prioritization
- ✓ Communication
- ✓ Proactivity
- ✓ Multi-tasking
- ✓ Autonomy
- ✓ Collaboration

Experience

VFX Production Assistant 2021 – 2021

Mr.X Inc. Toronto, Ontario

Ran ingests, communication, and dailies for a high-budget series.

- Updated show using ShotGrid and tracked progress of priority deliveries
- Liaised between vendors and solved inquiries via internal and external communication
- Produced notes during client calls, leads meetings, dailies, flagged live issues to the team using detail-orientation
- Managed I/O and publishes using Linux Terminal, Excel, and in-house tools
- Scheduled and coordinated meetings between supervisors, leads, artists, and production
- Supported Production Coordinator, Manager and Producer wherever needed
- Expanded know-how by assisting in mocap and editorial in addition to regular duties

Education

Animation

Seneca College, Toronto — *Ontario College Advanced Diploma* 2017-2020

College Projects

Kitchen Asset Project 2020-2020

Tasked with leading 3-member team for a 14-week project which included texturing and lighting a final scene.

Key contributions:

- Operated the Render Farm to ensure delivery, identifying and restarting errors
- Generated weekly team notes which breakdown and assign pieces of work, prioritized tasks for completion, anticipated and flagged delays, and followed-through teacher instructions
- Reorganized source files, project folders, scene files
- Achieved a final delivery of assignment which exceeded rubric in a timely fashion

24-hour Animation Challenge for Students 2019-2019

Completed a 30-second film in 24 hours on 'family' theme as Story Lead and Creative Director, placing in the 94th percentile; 15th out of 249 films

- Effectively time-managed, producing a riotous story-pitch in less than 2 hours
- Created FX and sourced foley

Open House Seneca 2019-2019

Hired by Seneca as student ambassador to lead prospective students and families through studio facilities and answered questions regarding the Seneca Animation Arts Centre.

- Oversaw walkthrough and connected guests with faculty for further academic information
- Enquired supervisors to improve knowledgeability of the facility to better assist guests

Other Experience

Front Desk Receptionist 2016 - 2019

Homelife New World, Scarborough, ON

Point of contact to resolve client and agent issues through verifying bookings using administrative software, preparing and organizing data via Excel, Word and Gmail. Liaise daily between 2 departments and head of company, and oversee outstanding scheduling requests.

🏠 Scarborough, ON

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<https://github.com/srahnam>

Technical Skills

Sorted by:

Highly Proficient,

Basic Capability

Essential:

- **AWS ThinkBox Deadline**
- Tractor
- **Maya (full pipeline, scripting)**
- **ToonBoom H/S/P**
- **Arnold, Renderman, RedShift**
- After Effects
- Python, C.. Visual Basic, VBA for Excel
- Mac, Windows, Ubuntu OS for Linux

Administrative:

- **ShotGrid**
- **MS 365 (including Excel and Word)**
- 90 words-per-minute (wpm) typist
- **GSuite (Drive, Gmail, Sheets)**
- **Dropbox (file-sharing)**
- **Final Draft**
- Microsoft Project

Artistic:

- **Photoshop**
- **Nuke**
- **Zbrush**
- **Substance Painter**
- Blender
- Houdini
- Mari
- Katana

Additional Technical Skills include:

- **Premiere Pro**
- Davinci Resolve

Personal Projects

- Organized personal art using ShotGrid
- Tracked daily sleep schedule by bulk exporting Calendar to Google Sheets
- Created a timesheet noting Levels of Daily Hydration and graphed 'quantity' against 'time'
- Created a workbook which analyses phases of work to quantify time management
- Created and maintained itemized booklist of over 30 titles