Wai Sze Chan Viola

IT Assistant

Personal Info

www.viola-portfolio.info

Email
violawschan@gmail.com

Phone
9149-7002

Skills

HTML, CSS, JavaScript

NodeJS, React

REST API

MySQL, PostgreSQL, MongoDB

Visual Studio Code

Microsoft Office Suite

MacOS & Windows

Languages

Cantonese

Mandarin

English

Hobbies

Badminton

Piano

Hiking

Technology enthusiast, passionate about new technology. Good problem-solving skills, ability to learn fast and good interpersonal and teamwork skills.

Work History

2013 – 2024

Senior Sound Editor

Cinedigit Sound Limited | TKO

- **Responsible:** In-charged of sound effects designing and creating for over 50 films. Work was nominated for the one of the best sound design films in Hong Kong Film Awards in 2024.
- **Communication skills:** Worked closely with clients to better understand and fulfill their needs and expectations.
- **Self-motivated**: Learned different technologies and techniques to suite the dynamic of genres.
- **Problem-solving:** Operated and troubleshot sound systems.
- **Interpersonal skills:** Collaborated with other team members to ensure project quality and on schedule. Demonstrated respect, friendliness, and willingness to help wherever needed.

2011 – 2013

Intern Assistant Producer

DingDingTV | Santa Clara, California

- **Responsible:** In-charged for recording both audio and video for interview programs and seminars.
- **Organization skills:** Organized schedules for conducting interview and filming session.
- **Fast learning:** Learned to operate different machines to ensure production went smoothly.
- **Problem-solving:** Analyzed problems and worked with teams to develop solutions.

Education

2007 – 2012

Broadcast and Electronic Communication Arts, Bachelor of Arts

San Francisco State University | San Francisco, California

Courses

2024/10

Udemy: IT Fundamentals – Everything you need to know about IT

2024/12

Udemy: The Complete Full-Stack Web Development Bootcamp