ZACH CHACO

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Professional Experience

Nov 2019 - Apr 2020

Project Coordinator
Walt Disney Imagineering

- Drove execution of scope, schedule, and budget for multiple mid-size Digital Media & Art software product teams and steered initiatives to improve communication across all organization levels
  - Centralized communication by creating and monitoring Jira boards, product roadmaps, release notes, and budget reports
  - Reduced on-boarding and increased stakeholder adoption by creating department wide documentation standards and generating custom Confluence spaces, developer documentation, user guides, and product tutorials

Mar 2019 - Aug 2019

Project Coordination Intern
Walt Disney Imagineering

- Launched 3 mobile experiences on the *Play Disney Parks* platform on time and under budget by monitoring project deliverables and enabling effective communication between creative team, dev team, product managers, and vendors
  - Streamlined creative approval process to 2 FTEs saving $200/week during development of *Disney Team of Heroes* app
- Created innovative messaging to establish strategic goals, project updates, schedules, and budgets for Imagineering and DPEP Tech executives
  - Reduced user experience reviews by creative directors by 2 hours/week

Aug 2018 - Mar 2019

Technical Program Management Intern
Walt Disney Imagineering Research & Development

- Lead daily stand-up meetings, monitored deliverables, distributed action items, and communicated priorities across multi-disciplinary teams
  - Instituted project management system reducing stand-up meetings by 1 hour/week
  - Delivered 300+ media assets across motion capture, 3D animation, audio, and Unreal Engine integration over 9 week period

Education

2012 - 2018

Bachelors of Science (B.S.) in Computer Science (Games)
University of Southern California

President - USC Troy Philippines *(May 2014 - May 2015)*

Producer *(May 2016 - May 2017)* - Produced fully-networked multiplayer experience in Unreal Engine using Agile methodologies. Conducted sprint planning and burndown analysis.

- Achieved Gold Master delivery 1 week ahead of schedule

Software, Tools, & Languages

- Unreal Engine 4
- Jira
- Confluence
- Shotgun

- Keynote
- Microsoft Suite
- Google Suite
- Adobe (Photoshop, Illustrator, Premiere)

- Python
- C++
- HTML5/CSS
- Javascript