

# TINA WILLIAMS

MULTIMEDIA CONTENT DEVELOPER

## CONTACT

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## PROFILE

Highly creative, imagery, focused, well organized individual. Very flexible, can collaborate or work alone. Been working in the video production industry for 3+ years with technical knowledge of video and audio editing. Proficient in Microsoft Office Suite with excellent project management skills. A part of First Baptist Church photography team for 6+ years. I have 5+ years' experience in designing advertisement content for Facebook, Instagram and other digital and social media platforms. Seeking employment where I can be challenged and have the ability to demonstrate my skills. Excel in a fast-paced environment. A place where my vision can come to life.

## COMPUTER SKILLS

- ADOBE CREATIVE CLOUD
- POWERPOINT
- MICROSOFT OFFICE SUITE
- DIGITAL/PRINT PRODUCTION
- WEB DESIGN
- PHOTOSHOP
- MAC/PC

## COMMUNICATIONS SKILLS

- PROFICATE WRITTEN
- INTERPERSONAL
- PUBLIC SPEAKING
- CUSTOMER SERVICE

## MARKETING SKILLS

- GRAPHIC DESIGN
- ADVERTISEMENT
- SOCIAL MEDIA PLATFORMS

## EXPERIENCE

### Freelance Multimedia Producer

Nov 2019-Present

- Create content for small business to assist them through concept to creation.
- Help promote themselves within the social media platforms.
- Use information technology to see what the latest trends is.
- Employ problem-solving skills to seek a platform that will benefit them.

### First Baptist Church/Multimedia Developer

Jan 2016-Present

- A part of a 4 person media production team for 3+ years assisting with set up of 2 digital cameras and 5 mics film weekly YouTube videos.
- Collaborate with project manager to discuss the week's video development.
- Film 7+ people weekly.
- Lead crew with concept and delivery of weekly video production.
- Shoot photos and design 11+ layouts for print and digital advertisement flyers using Adobe Photoshop and Illustrator.
- Assist media production head with post-production.
- Record live video for Facebook, YouTube and other social media platforms.

## PRODUCTION SKILLS

- VIDEOGRAPHY
- PHOTOGRAPHY
- PROJECT MANAGEMENT
- SET-UP
- SOUND ASSISTANT
- CAMERA OPERATOR
- VISUAL EDITING
- AUDIO EDITING

## EDUCATION

### Full Sail University

June 2018-Oct 2020

Bachelor of Science  
Media Communications

### Eastern Michigan University

Sept 1995-Dec 2000

Bachelor of Science  
Communications

## SOCIAL MEDIA LINKS



### FBC Juneteenth Celebration/Video Production

May 2020-June 2020

- Discussed video idea with the head of the Christian Board of Education and pastor. Kept in contact with both to keep them abreast about the development of the video content.
- Used Microsoft Office Suite to write out 3 rough drafts of the video and audio layout and script.
- Filmed video of talent
- Collaborated with the head of media production with the video development.
- Edited the video and audio recording in Audition and Premiere Pro into a 9+ minute video.
- Ensured people names and titles were correct before submitted completed video to appropriate channel.

### First Baptist Church Family Life Series/Graphic Design

Feb 2020-March 2020

- Sole project manager for this presentation.
- Shot and edited photos in Photoshop.
- Created 5 rough draft advertisement flyer designs for client to choose.
- Designed 4 fliers in Adobe Illustrator and Photoshop to advertise event on Facebook, Instagram and church website.
- Changed the spec size of the fliers to be presented on the church bulletin board and in programs.
- Made 5 posts on Facebook and Instagram to advertise the church event.

## ACADEMIC EXPERIENCE

### Advanced Video Production/Full Sail University

Sept 2019-Oct 2019

Documentary "A Different Mindset" Conceptualized, shot 1, 1, and half minute documentary. Used skills in storytelling, video and audio recording, video and audio editing, set up. Made sure images were framed and had the right lighting before recording. Archived all raw and completed videos on an external hard drive. Added VFX in post-production. Uploaded final post-production video on YouTube and website portfolio.

### Digital Video and Audio Production/Full Sail University

February 2019-March 2019

Video Introduction "Always a Song in my Heart" Conceptualized, filmed video and audio on a digital camera. Used skills in visual storytelling when editing raw footage and audio. Used Adobe Audition to edit music to the vocal recording. Mixed both vocal and music to be in time and rhythm. Tools used: Audition, After Effects, and Premiere Pro.