

Ruishu (Suri) Jiang

surijiang.film@gmail.com | (818) 468 – 2165 | www.linkedin.com/in/suri-jiang | www.surijiang.com

EDUCATION

University of California, Los Angeles Business and Management of Entertainment	Los Angeles, CA March 2021
New York Film Academy Master of Fine Arts Filmmaking	Los Angeles, CA September 2018
Huazhong University of Science and Technology Bachelor of Arts Television and Broadcasting	Wuhan, China June 2017

SKILLS

- Proficient with Adobe Premiere, Final Draft, Movie Magic Budgeting, Movie Magic Scheduling, Pro Tools, Adobe After Effects, Adobe Photoshop, Avid Media Composer, and Microsoft Office Suite (Word, Excel, PowerPoint, Outlook)
- Excellent in Film Production, Social Media Video Production, Video Editing, Post Production, Script Coverage, Script Breakdowns, Sound Editing, Sound Design, Photography, Cinematography, Content Development, Social Media Marketing, Social Media Management, Problem Solving, Collaboration, and Communication
- Fluent in Chinese (Mandarin) and English

PROFESSIONAL EXPERIENCE

Lost+Wander Producer/ Creative Producer	Los Angeles, CA 07/2023 - Present
• Contributing to the company's operational success through creating new business accounts and bringing clients to the company. Managing the photoshoot productions on a seasonal basis. • Co-produced feature film "ISAAC" with Jingchu Zhang and Josh Stamberg starring the leads. Produced several short films with rising stars. • Produced several HIT mini soap opera series, including Perfect Love (GoodShort), Found by the Lycan King (Kalos TV), Marry a Stranger (Kalos TV), My Governor Boss, My Secret Husband (GoodShort)...etc • Managing the social media account of the company on a daily basis, increased the followers and interactions.	
Creasun Entertainment USA Inc Producer/ Production Coordinator	Los Angeles, CA 03/2020 – 07/2023
• Contributing to the company's operational success through creating new business accounts and bringing clients to the company. Successfully initiated 6 projects within 6 months through providing exclusive and creative content to drive engagement and loyalty • Serving as the point of contact for department heads and vendors, executing production projects from start to finish including but not limited to project scoping, budgeting, scheduling, contract negotiation, and editing • Delivered excellent customer service by assisting the client in reaching their Kickstarter funding goal by over 900% through creating innovative marketing materials • Successfully led the post production efforts for feature film 'Kung Fury 2' by managing creative project scoping and scheduling, providing timely solutions to post production related issues, and maintaining vendor relationships	
American Film Institute Line Producer/ Unit Production Manager	Los Angeles, CA 10/2020 – Present
• Collaborated with institute students in creating film projects and ensured smooth production by managing production budgeting, coordinating hiring, coordinating shooting locations, coordinating set logistics, and handling all necessary paperwork • Serving as the point of contact for the production team and the institute.	
Pocket.watch Production Assistant	Los Angeles, CA 04/2019 – 06/2019
• Coordinated and produced a steady stream of fun digital content to attract traffic. Achieved a 1.7M view count for the very first 'MarMar Land' video on the YouTube platform	
The Robb Company Social Media Manager	Los Angeles, CA 10/2018 – 03/2019
• Led the development and execution of the company's social media strategy by producing compelling visual and written content on Instagram. Successfully attracted 4% of new talent for the talent agency each month	