

Jonny Mok

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Summary

Producer who is “Jonny on the spot” – focused and passionate about creative problem solving. Proven track record in reaching target deadlines; reliable, resourceful and respectful. Experienced leader and cooperative team player who is dedicated, organized and calm under pressure. British citizen with US employment visa.

Experience

CoSA VFX

Production Assistant - *Los Angeles, CA*

Aug 2016 - Sept 2017

- Scrum framework manager in charge of the trialing and planned implementation of creative workflow.
- Managed teams of artists to achieve client deliverables during each ‘sprint’, ran daily review sessions, and updated teams with internal and external feedback.
- Worked with partners, supervisors and artists to ensure timely delivery of assets for a number of well-known TV shows.
- Built project databases and maintained them with daily updates via Ftrack management software.
- Coordinated across a breadth of different departments to ensure efficiency of project progress.
- Assisted production team duties; daily facility management and maintenance.
- Routinely delivered and uploaded client assignments on schedule.
- Entrusted with the safe delivery of confidential hard drives to and from studios and facilities.

AAU Studio X

Producer: *San Francisco Jr. Giants, “Foodiecats” - San Francisco, CA*

Aug 2014 - May 2016

- Managed project from concept to delivery, leading a crew of 100+ artists for a flagship client.
- Promoted from Production Assistant to Producer because of strong management ability, leadership qualities, and dedicated team ethic.
- Updated and maintained project libraries and crew databases.
- Established the workflow pipeline through Shotgun software to schedule ‘dailies.’
- Worked closely with the client and director to establish deliverable creative checkpoints.

Education

Academy of Art San Francisco - *San Francisco, CA*

2012 - 2016

- MFA in Animation and Visual Effects

Tulane University - *New Orleans, LA*

2008 - 2012

- BA Studio Art & Mixed Media

Skills

- Proficient with Shotgun project management software.
- Proficient with Microsoft Office suite, including Excel, Word, and PowerPoint.
- Basic proficiency with Adobe Photoshop, Adobe Premiere, Movie Magic Budgeting, Maya.
- Proficient with Google documents, including Google sheets.
- Native English speaker, conversational Cantonese, basic French and Spanish.
- College Level Soccer Athlete, U-9s Soccer Coach.
- Musician: Cellist, pianist, and percussionist with 20+ years of experience.