

## Personal Information

**Name:** Jessica Tan

**Contact Number:** 07528579555

**Email:** [iam@jessicatan.com](mailto:iam@jessicatan.com)

**Website:** [www.jessicatan.com](http://www.jessicatan.com)

**Current Location:** London

## Employment Experience

**1. Date: 2003 - 2008**

**Employer: NA, Freelance**

**Role: Motion Graphics Designer, Editor**

Description:

- Worked with several production houses creating motion graphics for idents, promos and corporate projects on a freelance basis

**2. Date: Aug 2006 – Feb 2008**

**Employer: Aux Media Group**

**Role: Managing Editor, Motion Graphics Designer, Client Service**

Description:

- Was employed to help start up the new video production arm of this established events management company.
- Supervised and managed assistant editors, also occasionally directed and supervised on location filming.
- Created concepts, proposals and presented at pitches for projects
- Direct client servicing, including clients from Oracle, NTUC Income, MediaCorp TV, Singapore Press Holdings, SingTel and more.
- Compositing and motion graphics creation
- Specific achievements:
  - Within a year the new production arm had developed a long term relationship with Singapore Press Holdings, and was also awarded projects from major clients.
  - Pitched for and was awarded corporate project from Oracle
  - Pitched for and was awarded corporate project from National Environment Authority. Managed the production process and handled post production: editing and motion graphics.
  - Managed 8 week production for reality series My Dream D8 II for SingTel.

**3. Date: Mar 2006 – Aug 2006**

**Employer: Bigfoot Entertainment (Cebu, Philippines)**

**Role: Editor**

Description:

- Contract Editor for Mandarin learning program

**4. Date: May 2005 – Feb 2006**

**Employer: PeachBlack**

**Role: Promo Producer, Editor**

Description:

- Role of promo producer, writer, editor and motion graphics designer. Promos included Survivor, Harry Potter, Lost and many more. .

**5. Date: Sep 2003 – Jan 2005**

**Employer: Snatch Dezin**

**Role: Editor**

Description:

- Editor for corporate projects. Clients included Ezra Holdings Ltd.

### Education Experience

**1. Date: 2004 – 2006**

**Institution: Ngee Ann Polytechnic (Singapore)**

**Qualification Attained: Advanced Diploma in Film Production**

**2. Date: 1999 – 2003**

**Institution: Nanyang Technological University of Singapore**

**Qualification Attained: Bachelor's Degree in Communication Studies with Honours**

**3. Date: 1996 - 1998**

**Institution: National Junior College (Singapore)**

**Qualification Attained: A levels**

### Softwares

**Advanced Level:**

- Adobe AfterEffects
- Adobe Premiere
- Adobe Photoshop

- Adobe Flash
- Apple Final Cut Pro
- Microsoft Office

**Intermediate Level:**

- Adobe Illustrator
- DVD Studio Pro
- Adobe DreamWeaver

**Beginner Level:**

- Apple Shake, Motion
- Maxon Cinema 4D
- Alias Maya
- 2d3 Boujou
- NextLimit Realflow

**Languages Spoken**

Fluent English and Mandarin