



✉ jonathanip94@gmail.com

☎ (+1) 778-321-2021

📍 Richmond, B.C.

📄 [jhip94.wixsite.com/portfolio](http://jhip94.wixsite.com/portfolio)

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## **WORK EXPERIENCE**

### **Video Editor**

Jan. 2018 – Apr. 2019 (1 yr 4 mos)

*Safe Software*

*Surrey, BC*

- Involved in the pre-production, production, post-production, and publishing of video creation
  - Ex. scripts/storyboards, filming, video/sound editing, visual effects, YouTube SEO
- Assessed and evaluated company's video portfolio via Google Analytics, Salesforce, and social media platforms
  - Identified gaps in video portfolio in relation to business objectives
  - Implemented new video strategy that aligned with customer funnel
  - Created dashboards and reports for stakeholders to understand video performance
- Gathered and interpreted business requirements of internal technical and business experts
- Communicated across teams to ensure high quality and in-brand video standards are delivered

### **Digital Media Assistant**

Jan. 2017 – Dec. 2017 (12 mos)

*Simon Fraser University*

*Burnaby, BC*

- Developed, published, and monitored social media campaigns
  - Created communication copy, video, photography, and graphic content for web and social media
  - Measured, analyzed, and reported performance of social media marketing and other initiatives
- Managed print and digital projects for internal stakeholders
  - Ex. marketing collateral, emails, web pages, photoshoots, videos, motion graphics, cinemagraphs
- Supported events and host booths to promote SFU's Co-op program and recruit prospects

### **Business Systems Analyst (Co-op)**

Sep. 2015 – Apr. 2016 (8 mos)

*Fraser Health Authority*

*Surrey, BC*

- Provided over 250 SharePoint consultations, solutions, and training sessions to internal stakeholders
  - Guided key stakeholders on UX design, information architecture, metadata, and software workflows
- Analyzed internal stakeholders' business requirements and implemented them using software applications
- Reported, tracked, and resolved issues/change requests in the IT Ticketing System
- Achieved Leading role in SharePoint customer support and education

### **SportChek**

Sept. 2014 – Sept. 2017 (3 yrs 1 mo)

*Clothing Associate*

*Richmond, BC*

- Assessed the customers' level in their sport and made product recommendations based on their needs and activity requirements
  - Shared sport knowledge and advice when appropriate
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## **EDUCATION**

### **Simon Fraser University**

June, 2019

*BA, Interactive Arts & Technology*

*Burnaby, BC*

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## **SOFTWARE SKILLS & INTERESTS**

- **Software Skills:** Adobe Creative Suite (After Effects, Audition, Dreamweaver, Illustrator, InDesign, Photoshop, Premiere), Microsoft Office, SharePoint, Origami Studio, Social Media
- **Interests:** Documentaries, podcasts, healthy living, web-novels, dragon boating