

JOY SHI

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WORK EXPERIENCE

Assistant Editor | Radley Yeldar

London, UK · Jan 2025 – Present

- Coordinate creative projects with producers, animators and UK and overseas freelancers. Responsible of asset sharing, project handovers and the preparation of final deliverables for clients and internal teams.
- Designed and implemented a media cleanup and archiving system for the team. Improved the team's shared asset index in Google Sheets, making it easier for colleagues to locate and reuse existing footage and project files.
- Produce social-first video content end to end, from concept and scripting through to filming, editing and delivery, including internal social content that showcases the company culture.
- Edit content for internal and external client projects, delivering to different platforms and formats while working within each client's brand guidelines.
- Successfully led the film team's archive workstream on a three-month, company-wide cloud migration, working with IT to move 40 years of material and planning a secure backup of every project file to protect against data loss during transfer.

Production Runner & DIT Intern | Brighton Zoo

Brighton, UK · Feb – Mar 2024

- Digital Imaging Technician: managed media offloads, data organisation and file workflows, ensuring footage was securely logged and prepared for post-production.
- Supported the producer across full-day shoots with a large crew, preparing equipment and props, organising the set, coordinating talent and managing catering and on-set supplies to keep filming on schedule.
- Led behind-the-scenes coverage on the YouTube series Fuggler Business, planning what to capture, shooting video and stills on set, and delivering footage and images for wider use.

Content Producer & Creator Intern | Truewest

Bergen, Norway · Mar – Jun 2023

- Planned and delivered social media campaigns for the feature film “Birk & Magna – The Dark Secret of the Mine” across Instagram, TikTok and Facebook throughout its national launch tour.
- Grew the Instagram channel organically to 10k followers with content aimed at families and children, including one video that reached 871,000 views.
- Worked from distributor-supplied brand assets (Norsk Filmdistribusjon), adapting them into on-brand promotional materials and original social content.
- Supported the producer at live events, handling communications and coordinating with contacts at each venue.

Video Producer & Editor | Freelance

Bergen, Norway · May 2021 – Dec 2022

- Produced promotional film and social content for the University of Bergen, showcasing the student experience and campus environment to support recruitment and student engagement.
- Delivered end-to-end production as a videographer and photographer for influencers, student organisations and private events, from planning and shooting through to final edit.

Editor-in-Chief — PR & Graphics (Part-time) | Bergen Student TV

Bergen, Norway · Oct 2020 – Oct 2021

- Led the PR and graphics editorial team, setting the visual direction for on-screen graphics and promotional material and guiding contributors on design and editing tools.
- Coordinated daily content updates and special projects, working with local businesses and stakeholders to extend coverage and audience engagement.

Swim Instructor & Head Coach (Part-time) | Bergens Svømme Club

Bergen, Norway · Aug 2018 – Jun 2023

- Independently planned and led swimming classes for children aged 0–15, adapting teaching style, pace and communication to each age group and ability level.
- Organised international courses for children with additional learning needs, tailoring lessons to a wide range of individual requirements.
- Communicated regularly with parents and guardians before, during and after sessions. I keep updating progress, setting expectations and feedback.

EDUCATION

MA, Screen and Film Production | MetFilm School Brighton

Brighton, UK · Graduated Sep 2024 · Distinction

BA, TV Production | University of Bergen

Bergen, Norway · Graduated Sep 2023

TECHNICAL SKILLS

Software: Adobe Creative Suite (Adobe Premiere Pro, Audition, Media Encoder, Adobe Photoshop, After Effects, Lightroom, InDesign), Final Cut Pro X, CapCut (JianYing), Canva, Procreate.

Camera: Blackmagic Pocket Cinema 4K, DSLR camera.

Project Coordination: Google Workspace, Microsoft 365 (Office, SharePoint), Milanote, Trello, Slack.

Training & Certifications: School of Motion — After Effects Kickstart & Character Animation Bootcamp

Languages: Mandarin (fluent), English (fluent), Swedish (native), Norwegian (native).