DAE'JA RENEE LETT

DIGITAL CONTENT PRODUCER

CONTACT

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WILLING TO RELOCATE

HTTPS://LINKTR.EE/DVEJUVU

SKILLS

- Digital Content Creation
- Adobe Premier Pro
- Final Cut Pro
- Microsoft Office Suite
- Mac & PC O.S.
- Bespoke & Nonlinear Video Editing
- Mass Media Production
- Short Film Editing
- Television Editing
- Continuity
- Music Industry Case Study Research
- Administrative Assistance
- Teamwork
- Leadership
- Verbal & Written Communication

EDUCATION

B.A. MUSIC + MUSIC BUSINESS

METROPOLITAN STATE UNIVERSITY OF DENVER - May 14, 2021

- Basic Video Editing
- Intro to Journalism & Mass Media
- Marketing Around The Globe
- Music Industry Case Study Research

PROFESSIONAL PROFILE

A youthfully inspired digital content producer with a special interest in designing and editing content for entertainment and artistic industries, well versed in market research, digital content production, and bespoke and nonlinear video editing, looking for an entry-level position in the digital content space where I can apply my education and industry experience to a career in production for social and digital media.

PROFESSIONAL EXPERIENCE

Freelance Video Editor & Content Producer | 2019-Present

- Collaborate with clients to deliver creatively concise edits in a timely manner and meet client deadlines and expectations.
- Edit and master Brand Promotion Videos, Short Films, and Documentaries.
- Enhance raw video footage by integrating moving images, on-screen text, various functional and stylistic visual effects, and audio editing primarily using Adobe Premiere Pro software.
- Prioritize tasks and monitor milestones through the completion stage of each project.

Greater Emmanuel Institutional C.O.G.I.C. | Media Technical Team | 2019- PRESENT

- Manage video and audio streaming for weekly, multi-hour, live online broadcasts using StreamYard.
- Execute secondary camera operations.

Greater Emmanuel Institutional C.O.G.I.C. Drama Dept. | Stage Production Assistant | 2019

- Assisted with equipment tests, camera operations and assessments, and media equipment installation such as projectors, speakers, and cameras.
- Set up additional support AV tools like equipment racks.
- Originated clear and cohesive graphics for marketing materials that increased event awareness, resulting in one of the church's highest attended seasonal plays.
- Filmed and edited in-show visuals for live shows.

GOODTHYNG LLC. | Video Editor | 2019

- Matched audio and video clips, and combined scene sequences for a short film documentary.
- Created green-screen effects in Adobe Premiere Pro.
- Discussed edits with the Director and Production team and applied notes to the final product.

Detroit Institute Of Music Education (D.I.M.E.) | Social Media Manager + Events Assistant | 2018-2021

- Assisted Social Media Manager/Head of Events.
- Conducted market research to design engaging and informative graphics for promotional and curated events at D.I.M.E..
- Scheduled promotional posts for D.I.M.E.'s official Instagram and Facebook accounts.
- Interacted with students and followers via social media to increase authentic engagement.

RELATED EXPERIENCE

- Detroit's Music Business Student Club | Detroit Institute Of Music Education (D.I.M.E.) | 2019
- Kierra Sheard 'THE EXPERIENCE' Virtual Tour | Stage Assistant | July 2020