Rachel Rejuso

Contact

407.738.7194
RGRejuso@alumni.fullsail.edu

Education

BS Music Production • July 2025

Full Sail University

Winter Park, FL 32792

Key Skills

Music Metadata
Catalog Administration
Metadata Validation
Content Research
Rights & Ownership Research
Content Operations
Microsoft Excel
Google Workspace
DISCO
Data Entry
Quality Assurance
Organization
Written Communication
Cross-Functional Collaboration

Awards

Advanced Achievement Award • July 2025

Full Sail University

Winter Park, FL 32792

Profile

Operations and music metadata specialist experienced in digital catalog management, metadata validation, content research, and discrepancy resolution across large music databases. Detail-oriented and organized with a strong interest in music rights, copyright, and digital content operations.

Experience

Music Data Specialist • Feb 2026-Jul2026 •
1021 Creative • Remote

Managed metadata across large music catalogs by researching artist and release discrepancies, validating data accuracy, documenting findings, and collaborating with internal teams to resolve content issues in a high-volume production environment.

Music Library Coordinator • September 2024 – July 2025
Full Sail University • Winter Park, FL

Maintained digital music libraries in DISCO by organizing metadata, playlists, audio assets, and supporting documentation while ensuring materials remained accurate and accessible.

Production Assistant • May 2024 – July 2025

Full Sail University • Winter Park, FL

Supported classroom and studio operations through equipment setup, troubleshooting, and workflow coordination while assisting faculty and students in a fast-paced environment.

Studio Internship • September 2024 – March 2025

Plush Recording Studios • Winter Springs, FL

Assisted with recording session preparation, studio organization, and audio asset management while supporting daily studio operations.

Sales Lead • December 2018 – October 2022

Vans • Orlando, FL & Tampa, FL

Managed daily operations, trained employees, maintained accurate transactions, and delivered excellent customer service in a fast-paced retail environment.