

# VALERIE ANNE PEREZ



Photo Credit: Steph Estrada

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## EDUCATION

### Florida International University, Miami, FL

Bachelors of Arts, Minor in Art History  
Graduated in 2018 with a 3.2 GPA

### Miami Dade College, Miami, FL

Pre-Bachelors of Arts/Associates in Arts  
Graduated in 2015 with a 3.2 GPA

### School For Advanced Studies, Miami, FL

High School Diploma  
Graduated in 2015 with Honors and a 3.0 GPA

## WORK EXPERIENCE

### Leap (Contractor)

Tech

2024-current

Collaborating with Leap Events Technology to oversee live events, ensuring seamless integration and real-time communication across all operational touchpoints.

### Freelance Film Production

*Assistant Camera &  
Digital Imaging Technician &  
Production Assistant*

2020-Current

Worked as a DIT, AC, and PA with Greenlight Camera and Video Productions in Miami, managing sensitive media efficiently while ensuring timely handling. Additionally, coordinated crew scheduling and logistics, including parking arrangements and meal orders, to support smooth production operations. With clients such as Telemundo, Univision, Kohler, PS Photos, Greenlight and Camera and more.

### Production House Manager

2020-2023

Managed scheduling and logistics at a camera rental production company, ensuring efficient organization and seamless coordination of incoming and outgoing rental equipment.

### Video/Photo Editor

*Freelance*

2015-Current

Organizing, culling, color grading, and enhancing images and video clips, ensuring high-quality results. Managing project timelines efficiently and delivering finalized assets to clients promptly.

- Microsoft Excel & Microsoft Office: Skilled in data organization, scheduling, and documentation to enhance workflow efficiency.
- Technical Experience with Leap Events Technology: Hands-on experience in live event production, ensuring seamless communication and system functionality.
- Production Assistant (PA) Coordination: Managed crew logistics, including meal planning, parking arrangements, and scheduling, to support smooth production operations.
- Camera Rental House Operations: Oversaw the scheduling, organization, and coordination of rental gear, ensuring timely checkouts and returns for efficient workflow.

## SKILLS

- Bilingual Proficiency: Fluent in English and Spanish, with strong reading, writing, and verbal communication skills.
- Independent & Collaborative Work Ethic: Proven ability to manage projects autonomously, make informed decisions, and contribute effectively within a team-oriented environment.
- Adaptability & Problem-Solving: Handling logistics, scheduling, and technical aspects of events and rentals demonstrates quick thinking and the ability to troubleshoot efficiently.
- Attention to Detail: Managing sensitive media, organizing gear, and ensuring seamless communication in live events requires precision and diligence.
- Time Management & Efficiency: Coordinating rentals, crew logistics, and project deadlines showcases the ability to prioritize tasks and meet tight schedules.
- Effective Communication: Being bilingual and working across different roles highlights strong interpersonal skills and the ability to collaborate in diverse environments.

## ABILITIES