KEVIN TRAN

MULTIMEDIA SPECIALIST

CONTACT

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SUMMARY

Multimedia specialist with 4 years producing video, photography and print pieces for a Minneapolis health system and a media production company. Handles videography and editing in Premiere Pro, designs flyers and reports in InDesign and Illustrator and retouches photos in Photoshop. Delivers 15 to 20 projects a month on schedule.

SKILLS

- Photoshop
- Illustrator
- InDesign
- Premiere Pro
- After Effects
- Final Cut Pro
- Adobe Creative Cloud
- Videography
- Multimedia Production
- Time Management

EDUCATION

Bachelor of Arts
05/2022
University of Minnesota
Minneapolis, MN
Journalism

CERTIFICATES

Adobe Certified Professional in Visual Design
02/2024
Adobe

EXPERIENCE

Multimedia Specialist 08/2023 - Present
North Star Health Partners Minneapolis, MN
Regional health system with 6 hospitals and 9,000 employees.

- Shoot and edit **8** videos a month for patient education, recruiting and internal news.
- Design 40+ print and digital pieces a quarter in InDesign and Illustrator to brand standards.
- Capture event photos and staff headshots, retouching 1,500+ images a year in Photoshop.
- Manage the Adobe Creative Cloud asset library and archive for a 12-person communications team.

Multimedia Production Assistant 06/2022 - 07/2023
Mississippi River Media Group St. Paul, MN
Media production company making video and web content for regional businesses.

- Supported multimedia production on 30+ client videos, running camera and audio on shoots.
- Edited event recaps in Final Cut Pro and After Effects, turning projects around in 3 days.
- Tracked project hours against bids, improving time management estimates by about 20%.
- Prepared captions and transcripts so 100% of client videos met web accessibility rules.

Photo and Video Assistant (Part-Time) 09/2020 - 05/2022
Dinkytown Photo Studio Minneapolis, MN
Portrait and product photography studio, part-time while in college.

- Set up lights and backdrops for 200+ portrait and product sessions.
- Edited 30 short product videos in Premiere Pro for local retail clients.
- Culled and color-corrected session photos in Photoshop within 48 hours of each shoot.