



LOUISE

 [VIDEO INTERVIEW](#)

WORK EXPERIENCE

REAL ESTATE VIDEO EDITOR

Freelance / Real Estate Clients | (1 Year, 2 Months)

- Edited real estate walkthroughs, drone footage, and promotional listing videos by applying color grading, transitions, text overlays, music, and branding using Adobe Premiere Pro and DaVinci Resolve, while managing multiple projects, meeting tight deadlines, and maintaining organized video asset archives.

OFFICE ASSISTANT/ADMINISTRATIVE ASSISTANT

Educational Institution | (5 Months)

- Provided administrative and clerical support by filing and organizing documents, managing schedules, handling student records and data entry, assisting with office communications, preparing reports, and supporting front-desk and student inquiries.

WATER DELIVERY ASSISTANT

Local Service Provider | Junior High School – Senior High School (Part-Time)

- Assisted in water delivery operations during school years by supporting daily logistics tasks and ensuring timely service fulfillment.

SKILLS/AREAS OF EXPERTISE

- Video Editing
- Photo Editing
- Post-Production Workflow
- Content Creation
- Graphic Design
- Administrative Support
- Office Assistance
- File & Asset Management
- Basic Programming (HTML, CSS)

TECHNOLOGY

- Adobe Photoshop
- Adobe Premiere Pro
- DaVinci Resolve
- Adobe After Effects (Basic)
- HTML
- CSS
- Microsoft Office 365

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