



# SOFIA MARTINEZ

POST PRODUCTION – ASSISTANT EDITOR

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## EDUCATION

Savannah College of Art & Design – Expected Graduation May 2026

Bachelor of Fine Arts in Film & Television - Minor in Editing

## EXPERIENCE

### **LEAD VIDEO EDITOR** | ARTS UNIVERSE | NOV. 2025 - PRESENT

- Leading creative direction, pacing, and editorial decision-making across multiple projects.
- Handled on-set data wrangling and asset organization for post.
- Collaborated with creative and production teams under deadline-driven conditions.

### **ARCHIVING ASSISTANT** | SCAD VISUAL MEDIA | SEPT. 2025 - PRESENT

- Processed and archived audiovisual materials for archival storage and reference use.
- Maintained detailed electronic filing systems, enforced file labeling conventions, and generated transcripts and logs.
- Sustained internal trackers and databases for assets, schedules, and project documentation.

### **VIDEO EDITOR** | “THREADS OF DUALITY” | MAY 2025

- Edited student fashion film featured at the SCAD Fashion Showcase (Atlanta).
- Developed pacing and visual effects to support the concept.

### **VIDEO EDITOR** | PARK PLAZA THEATER PRE-SCREEN SHORT | SEPT. – DEC. 2024

- Collaborated closely with Director and client's vision, reshaped, and refined the pacing and narrative flow.
- Assembled post-production team, hired colorist and the sound department.

### **VIDEO EDITOR** | WWE X SCADPRO | SEPT. – NOV. 2024

- Tracked project versions, maintained edit logs, and assisted with schedules and internal documentation.
- Structured and maintained over 2TB of digital media, tracking incoming assets, creating string-outs, applying markers.

### **ASSISTANT EDITOR** | PEMDAS PRODUCTIONS | APRIL-AUG. 2024

- Ingested, transcoded, and prepped media for edit using Adobe Premiere Pro and Adobe Media Encoder; performed basic QC and addressed technical notes.
- Supported production and post teams through on-set data wrangling and post-production organization.

### **SOCIAL MEDIA MANAGER** | COLIBRI MEXICAN CUISINE & THE WILDFLOWER | MAY 2022-FEB. 2024

- Scheduled, shot, and edit photo and video content increasing audience viewership by 45%.
- Managed content calendars, scheduled and published posts, reels, and stories.

### **SOUND EFFECTS EDITOR** | “CRYPTID CRISIS” | MARCH-MAY 2024

- Co-led sound effects editing on award-winning short; featured in Boomtown Film and Music Festival.
- Completed basic script coverage and project research for academic and production use.

## SKILLS

Avid Media Composer  
Avid Pro Tools  
Adobe Creative Cloud  
DaVinci Resolve

Microsoft Suite  
Google Suite  
Dropbox  
Vimeo

Blackmagic Pocket  
RED Digital Cinema  
Vault S Codex  
Shot Designer