

GERALDO PUGA

Cell: (818) 679-7185 | Email: geraldo.edits@gmail.com

SUMMARY

Highly skilled Post Production Professional with 15 years of experience managing high budget film and television projects for many networks and streaming services, and high-performing workflows. Adept at fostering positive workplace environments and enhancing organizational efficiency. Strong time management and communication skills with a proactive approach to problem-solving for effective and timely delivery.

SKILLS

Bilingual – English & Spanish (Written and Spoken), MS Suite, Google Workspace, Slack, Mac and PC, File Maker Pro, Adobe Creative Cloud, Avid Media Composer, Davinci Resolve, Extensive knowledge of FTP programs such as Aspera and Frame I.O. Eager and quick to adopt the ever-changing landscape of new technologies.

BUSINESS EXPERIENCE & ACCOMPLISHMENTS

FREELANCE – Los Angeles, CA | 2014 – PRESENT

TV Editor / Assistant Editor — Post Production

- Create captivating and attention retaining high quality content using multiple editing tools (List of shows I have worked on is attached at the end).
- Responsible for creating a streamlined workflow tailored to each project to take it from beginning to end.
- Responsible for creating schedule for the duration of each project based on industry standards.
- Troubleshoot any creative and technical issues that may occur during the entire process.
- Interview and selection process of crew members as needed throughout projects.
- Manage groups of 5 to 20 employees depending on project needs.
- Train each member of the team to familiarize them with the workflow of each project.
- Hold weekly meetings with the internal team and vendors to keep track of the project's progress.
- Managed the organizing and storage of media from all other departments for present and future use.
- Oversee the proper processing and ingesting of media for the entire edit team.
- Synced, sorted, and grouped media according to the obtained date.
- Quality controlled the work of the rest of the team to ensure there were no sync errors
- Distributed all production assets to the entire team involved in the editing process.
- Helped source the best vendors for any additional needs for each project.
- Effectively communicate with outside vendors to ensure they have everything needed to deliver their corresponding portion of each project.
- Send video clips out for Visual Effects work and communicate the needs for each clip.
- Track each version of every Visual Effects delivery to ensure everything is up to date.
- Quality control the Visual Effects work to make sure it meets creative and industry standards.
- Help with the creative process to address network notes and get each project to the final version.
- Create any onscreen graphics according to the needs of each project.
- Format, prepare, and deliver the final product for color correction and sound mix.
- Quality control of final color correction and sound mix before delivering final files to the network.
- Check that all the music and outsourced materials match and are paid for.

- Double check that all the footage and assets are backed up in the proper format before turning over the final hard drives.

EDUCATION

Bachelor of Arts – California State University of Northridge – Los Angeles, CA 2014

- Major: Cinema and Television Studies

Associate of Arts – California State University of Northridge – Los Angeles, CA 2011

- Major: Visual and Media Studies

MEMBERSHIPS & AFFILIATIONS

- Member of the Film Program at California State University of Northridge.
- Played Intercollegiate Soccer at Glendale Community College.

REFERENCES

- Upon Request

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Assistant Editor | Local 700 Motion Picture Editors Guild

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Avid, Adobe Creative Cloud, Resolve & Final Cut Pro

ASSISTANT EDITOR EXPERIENCE

- The Rookie S9 (AE) — Scripted Series — ABC
- Beast Games S3 (AE) – Unscripted Competition Series – Amazon
- Beast Games S2 (AE) – Unscripted Competition Series – Amazon
- Untitled Pilot (AE) – Unscripted Comedy Series – Fox
- Shutter Stock Studios (AE) – Multiple Short Form Ads – Multiple Networks
- Beast Games S1 (AE) – Unscripted Competition Series – Amazon
- Surreal Life: Villa of Secrets (Lead AE) – Unscripted Series – MTV
- Dark Matter S1 (AE) – Limited Scripted Series – Apple TV
- Your Honor S2 (AE) – Scripted Series – Showtime
- Vampire Academy S1 (AE) – Scripted Series – Universal
- Cruel summer S2 (AE) – Scripted Series – Free Form
- Nick Kroll: Little Big Boy (AE) – Comedy Special – Netflix
- Sheng Wang: Sweet and Juicy (AE) – Comedy Special – Netflix
- Jury Duty (AE) – Unscripted Series – Amazon
- Killing It S1 (AE) – Scripted Series – Peacock
- Grace and Frankie S7 (AE) – Scripted Series – Netflix
- Worst Roommate Ever S1 (Lead AE) – Documentary Series – Netflix
- A Little Late With Lily Singh (AE) – Scripted Talk Show – NBC
- Ghosted S2 (AE) – Reality Series – MTV
- Celebrity Game Face S1 (AE) – Reality Series – E!
- Go Karts (AE) – Scripted Feature Film – Netflix
- Car Issues S1 (Jr. Editor) – Unscripted Series – FYI Network
- Art Beats Creative Collabs (Jr. Editor) – Unscripted Series – Complex Networks
- Rules To This Sh!t S1 (Lead AE) – Unscripted Series – BET Networks
- Droppin Cash Los Angeles S2 (Jr. Editor) – Unscripted Series – Netflix
- Trip Testers (Lead AE/Editor) – Unscripted Series – Travel Channel
- Toddlers And Tiaras (Jr. Editor) – Unscripted Series – TLC
- Flipping Out (Lead AE) – Unscripted Series – Bravo
- Knife Fight (Lead AE) – Unscripted Series – Esquire
- Fail Army (AE) – Unscripted Series – Fail Army
- The Little Couple (AE) – Unscripted Series – TLC
- 8 Days A Week (AE) – Grammy Winning Documentary – Hulu
- Landfill Harmonic (AE) – Documentary – HBO

EDITOR EXPERIENCE

- Party Lines (Editor) – Pilot – To Be Determined
- AWS (Editor) – AWS Digital Conference – Amazon
- Sizzle Reels (Editor) – Development – Critical Content
- Finding Wellness S1 (Editor) – Unscripted Series – Z Living Network
- Kickin It With Kickstradomis S1 (Editor) – Unscripted Series and Sizzle – Yahoo Sports
- Dating Now S1 (Editor) – Scripted Digital Series – YouTube
- Trip Testers S1 (Editor) – Unscripted Series – Travel Channel
- Art Beats Creative S1 (Editor) – Unscripted Series – Complex Networks
- Car Issues S1 (Editor) – Unscripted Series – FYI Network
- Droppin Cash LA S (Editor) – Unscripted Series – Netflix