

Jaclyn GRUBIN

VISUAL DEVELOPMENT + PRODUCTION

818.481.6839

Jaclyngrubinart.com

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EXPERIENCE

ILMxLAB, San Francisco, CA — Production Assistant

April 2018 - Present

Support the Production team in day to day activities, assist in production errands and tasks, Provide Technical Assistance, Assistant to the CG Coordinators/Managers, Maintain Internal Tracking Database, Schedule and Shot Tracking, Maintain Business Relationships with Third Party Vendors, Maintain and Track VR/AR Equipment.

Freelance Artist and Illustrator, CA — Books, Animation, Logos

2013 - Present

Genius Plaza, Workbook Illustrations-January 2018

Menacing Mysteries of Mayhem and Magic, Book Illustrations-December 2017

EFILM, Hollywood, CA — PRS Administrative Assistant

January 2018 - March 2018, **Former Production Intern** June 2016 - July 2016

Assist Post and Restoration Services team with Daily Administrative Support.

Kupala Night, San Francisco, CA — Layout Artist

2nd Place Winner- The World of Animation Celebration Festival: 2D Computer Animation Student Film

January 2016 - April 2017

Built designs and colored final layouts for 2D animated short. Created usable assets based on production style guide, Assisted in technical and create problem solving.

ACTIVITIES

Current Member, Woman in Animation

Participant in Mentorship Program, July 2018-December 2018

Volunteer, Visual Effects Society

Participates in Programs and Events in the Bay Area, July 2018- Present

Student Representative, Department of Visual Development

Academy of Art University, Spring 2016-Fall 2017

AWARDS

Academy of Art University Annual Spring Show — 2017

Character Design- Zodiac Warriors: Taurus, and Priya the Pirate

SKILLS

• Art

2D Illustration
Anatomical Drawing
Character Design
Color Analysis
Composition
Environment Design
Sketching & Painting
Classical Techniques

• Technical

Adobe Illustrator
Adobe Photoshop
Zbrush
Oculus
HTC Vive
Google Suite
MS Office
ClarityNow!
Xytech Media Pulse
Unreal Engine
Shotgun System
Jira Software

• Production

Administrative Support
Communications
Pipeline Scheduling
Production Operations
Budget Management
Marketing
Motion Capture Shoots
Staff Coordinator Vendor

EDUCATION

Academy of Art University,
San Francisco, CA — *BFA*
Visual Development

Graduated Fall 2017