

MICHAEL ANDERSON

Audio Production Specialist

- San Francisco, CA
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Versatile Recording Technician with extensive experience in sound production for multimedia and advertising. Over eight years of experience in managing audio projects from conception to completion, ensuring high-quality outputs that meet client specifications. Proficient in a variety of audio editing software and sound mixing techniques, demonstrating an ability to adapt to various project requirements.

WORK EXPERIENCE

Audio Production Specialist | Creative Ad Agency

Jan 2022 – Present

- Led audio production projects for advertising campaigns, ensuring alignment with creative vision.
- Collaborated with copywriters and directors to develop compelling audio narratives.
- Utilized industry-standard software for audio editing and mixing.
- Managed client communications and project timelines to ensure deliverables.
- Conducted audio quality checks to maintain high standards.
- Provided training to junior staff on audio production techniques.

Recording Technician | Media Production Company

Jul 2019 – Dec 2021

- Assisted in the recording and editing of audio for various multimedia projects.
- Supported the production team in sound design and audio integration.
- Maintained audio equipment and ensured proper functionality.
- Documented project workflows for future reference and training.
- Engaged in brainstorming sessions to enhance audio creative concepts.
- Participated in client meetings to discuss project requirements and feedback.

SKILLS

Audio Production

Sound Mixing

Project Management

Client Relations

Quality Control

Team Training

EDUCATION

Bachelor of Arts in Multimedia Production

2014

Design University

ACHIEVEMENTS

- Produced award-winning audio for a national advertising campaign.
- Improved project delivery timelines by 15% through effective planning.
- Recognized for exceptional client satisfaction and repeat business.

LANGUAGES

English

Spanish

French