

HUMBERTO JAIME

MULTIMEDIA DIRECTOR/ DIRECTOR PHOTOGRAPHY

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PROFESSIONAL SUMMARY

Highly proficient with 30 of experience as a technical and creative writer in film and video industry, I have worked in many different capacities. Starting as an assistant in the camera department, I learned to be expeditious, organized, efficient, detailed, and a solution-based decision maker. Over the years I grew in my field to become a director and producer of educational videos, television commercials, documentaries, and infomercials. As a director/producer, I coordinated diverse teams of suppliers, planned, organized, and procured locations, equipment, and hired personnel. In the process, I collaborated with clients, vendor representatives, and community leaders to facilitate a successful project outcome.

Software and Leadership:

Adobe Premiere Pro	Adobe LightRoom	Adobe Photoshop	Adobe Audition
Microsoft Suite	Excel	Microsoft Word	Media Encoder
Planning & Budgeting	Organization	Project Management	Team Player
Bilingual	Mentor/Coach	Decisive	Coordinator
Attention to detail	Critical Thinking	Content Creator	Scheduling
Technical Writing	Script Writing	Creative Writing	

WORK EXPERIENCE

FREELANCE PRODUCER, DIRECTOR, VIDEOGRPHER/PHOTOGRAPHER AND EDITOR | Houston, Tx

July2023-Present

- Producer, director and Videographer/Photographer for various companies like Ellevation Education, Chevron, CocaCola, Houston Methodist Hospital.
- Write, Produced and directed "Viva Magazine Live" I created content for the talk show, I hired crew and supervised/line produced the show production, as well as supervised and edited the post production editorials.
- Meet with clients to discuss project and budgets.
- Create Content for various formats, including writing project prospective for stakeholders.
- Supervised the recording and editing various projects from conferences to broadcast commercials.
- Organize procured locations, sets, and equipment procurement.
- Meet with suppliers and representatives regarding project requirements and equipment.
- Supervised performance metrics on various online formats.

February 2016

Professional Development Design Specialist | Houston ISD

February 2012-

March 2023 – July 2023

- Plan and coordinate video exemplar projects from concept to completion and supervised photography and post production.
- Create storyboards, script writing and/or synthesize content.
- Director of Videography/Photography for the Design, Media, and Online Learning Department, Develop and lead creative approach to each project according to client's vision, expectations and branding.
- Organize locations, sets, and equipment.
- Supervised photography and post production including key performances indictors, tracking project progress and online metrics

- Meet with suppliers and representatives regarding project requirements. On shoot day, lead the team according to shot list, find workarounds/solutions to any challenges that arise.
- Supervised performance metrics on various online formats.

Director of Photography/Editor
| Chevron (Cella), Houston, TX
September 2019 – March 2023

- Recorded and edited corporate videos for diverse global projects.
- Directed and recorded interviews with multiple project managers.
- Coordinate with various departments to plan project logistics.
- Met with clients and company representatives for final project approval.

Director of Photography/Editor
| Methodist Hospital, Houston, TX, Location
February 2016 – May 2018

- Met with department directors and doctors in various divisions to create original web content regarding new medical therapies, new medicines, and new medical technologies.
- Supervised photography in accordance with client's vision and supervised post production including key performances indicators, tracking project progress and online metrics
- Researched surgical procedures and techniques to ensure project accuracy and supervised principal photography. I also wrote technical scripts and treatments for client stakeholders.
- Directed and supervised, recorded, and edited interviews with hospital administrators and doctors on new policies and procedures.
- Used my fluency in Spanish to clearly communicate with doctors and patients involved with the Global International Department.
- Photographed surgical procedures, various hospital environments, and created and supervised portraits of doctors and hospital staff.
- Assisted in the procurement of innovative photography equipment.
- Supervised performance metrics on various online formats.

Freelance Director/Producer/Editor
| Houston, Los Angeles, Miami, Montana, Tahiti, Ireland +
1995 – 2012

- 28+ Years of experience in the motion picture industry, in various roles and departments.
- Produced and directed various commercials, informercials and corporate videos.
- Supervised principal photography, including key performance indicator aligned with client's vision and time line.
- Supervise metric performance on various online formats.
- Procurement of film/video supplies in the US and internationally.
- As a department representative, I oversaw compliance and procedures for the International Cinematographers Guild.

EDUCATION

Bachelor of Science, Professional Writing
| University of Houston Downtown, Houston, TX
1989 – 1994

Additional Undergraduate Study, NYU Tisch School of the Arts
| New York City
1992 – 1994

TECHNICAL SKILLS

Adobe Photoshop	Adobe Premier Pro	Adobe Audition	Adobe After Effects
Adobe Lightroom	Adobe Encoder	Microsoft Word	Microsoft Excel
Digital Camera Expert	Google Docs		

AWARDS & ACHIEVEMENTS

Bronze Winner Educational Category
| I-4 Higher Level Thinking
| Telly Awards
2013

Bronze Winner Educational Category I-9 Classroom Management Telly Awards	2013
Bronze Winner Educational Category Mindset Telly Awards	2014
Bronze Winner Educational Category Speaker Series Life Courses: Hill Harper Telly Awards	2016

PROFESSIONAL DEVELOPMENT

Adobe Max Conference | Adobe Virtual | Yearly

Technical Writing | Imprint Houston | September – November 2017

Creative Writing | Imprint Houston | January – April 2018