

# ILEANA LAM

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## EXPERIENCE

### Technical Recruiting Coordinator

*Pixar | 06/2021 – 12/2021*

- Coordinate with recruiters to secure interviews for the changing hiring needs of Pixar.
- Work with multiple recruiters and teams, including Tools and Systems, Character and Sets, and Finance.
- Create secure Google Calendar events and coordinate calendar availability for internal Zoom meetings.
- Create feedback forms, organize resumes and reels to send to hiring managers.
- Source candidates, post jobs on internal and external career websites, and research relevant job boards to post on.
- Regularly check in with recruiting and technical colleagues to collaborate on improving candidate experience, diversity and inclusion, and overall interview process for multiple departments.

### OUT! - Senior Thesis

<https://ileanalam.com/> | *08/2019 – 05/2020*

- Pitched a story about a young drag queen, received critique in classroom and changed storyboards.
- During the Spring Semester, directed, animated, and designed short film remotely as a one-person production.
- Created production schedule, digital filing system, and adjusted film process due to the COVID- 19 pandemic.
- Recruited talent for voice acting and original music.

### Design Intern

*Something Massive | 01/2020 – 03/2020*

- Collaborated with design team to create assets for advertisement campaigns.
- Assisted research and slides write-up for pitch deck presentations.
- Administer day to day office responsibilities

## TECHNICAL SKILLS

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- Adobe Creative Cloud
- Toon Boom Harmony and Storyboard Pro

## EDUCATION

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- Loyola Marymount University 2020, B.A. in Animation, Magna Cum Laude