

ILLIANA WONG

SKILLS

I am someone who is able to adapt to any sort of situation and flexible to work with all groups of people. My ability to read and speak fluent French allows me to communicate internationally along with use my experience in social media and public relations across international platforms. Growing up in the industry has given me a perspective of the business that most wouldn't have or understand and it has definitely been a positive aspect when doing this kind of work.

EXPERIENCE

Production coordinator | Jack Morton World Wide (JMW) | 2015-

When working with JMW I had the experience to handle all relations with talent for the corporate conferences, SVP relations, along with assist stage managers and producers on site. I've taken part in booking travel and transportation for crew and talent along with booking and arranging banquet and business event orders while on site. I've worked with JMW onsite in Miami, Florida- Bali, Indonesia- Sentosa, Singapore- Mumbai & Bangalore, India- and Nassau, Bahamas.

Production coordinator & deck manager | Saint Emillion Jazz Festival | July 2016 -

I've had the opportunity to work at the Saint Emillion Jazz Festival for the past three summers as one of the production coordinators along with being a deck manager. I'm often in contact with talent and their managers as I am their main contact back of house throughout the festival.

EDUCATION

Bachelors in Business Administration | May 2019 | SUNY Potsdam

While at SUNY Potsdam I took a semester abroad at the University of La Rochelle, France. I spent a semester attending classes in France and

MBA | Expected May 2020 | SUNY Potsdam & Clarkson Univ.

I am currently in the process of completing a 4 +1 program where I will eventually graduate with a Master's in Business Administration from Clarkson University in 2020.

OBJECTIVE

I am seeking opportunities that will continue to broaden my experience in the entertainment industry. I'm currently working on my Master's in Business Administration (MBA) and will earn my degree in 2020. I have experience in working with talent in both corporate and entertainment environments. I am now looking to step into another aspect of the field and take what I have learned from the past and apply it moving on in the future.



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INTERNSHIP EXPERIENCE

International Marketing Analyst | American Field Service (AFS) | January 2015- June 2015

I took on an internship with AFS after a study abroad experience in 2013-2014. I worked with the international marketing team for the organization where I had the opportunity to participate and publish program postings on third party international study websites. I was also responsible for social media updates on the organization's media platforms.