Lord-Hannabul Lee

Audio Recording Engineer Recording | Mixing | Mastering

Dynamic, results-driven professional with over three years experience in engineering, customer service, sales, research, and analysis. Demonstrated the ability to challenge, plan, and support a diverse workforce while making significant contributions to profitability goals. Possess an active commitment to ongoing organizational support and success.

Skills & Competencies

• ANALYSIS

- COMMUNICATION
- TEAM LEADERSHIP
- RELATIONSHIP BUILDING
- PROBLEM SOLVING
- PRO TOOLS
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- LOGIC PRO X
- SOCIAL MEDIA
- QUALITY CONTROL
- CONFLICT RESOLUTION
- CUSTOMER SERVICE

ACHIEVEMENTS

- Reduced response time to Customer Queries & increased Customer satisfaction by providing staff with consistent training and a troubleshooting script that enabled them to resolve customers issues with recording and audio effects.
- **Identified improvement opportunities** and maintained strategic links between client and audio projects.

PROFESSIONAL EXPERIENCE

CUSTOMER SERVICE ASSOCIATE | 2017 – 2018 BLUE LINE PIZZA | DALY CITY, CA

Key responsibilities include inventory analysis, by monitoring dining room and guest flow to maximize table usage and minimize wait times. Customer service management, by managing in person and telephone guest inquires, resolution to customer service requests/ issues, and reservation bookings.

Notable accomplishments:

- Collaborated with management team to help market information about daily specials, handle special requests, and provide waiter with pertinent information
- Executed training for new hosts and hostesses on updated service policies
- Mastered spotting VIP customers immediately and provide special treatment including preferred table
- Developed rapport with customers generating repeat business through friendly attitude and extensive cuisine knowledge

SALES ASSOCIATE | 2016- 2017 DIDDAMS PARTY STORE | DALY CITY, CA

- Praised for the ability to maintain expert knowledge and increasing business to more than \$5,000 in sales within three months of hire
- Ensured communication, reviewing, and making optimizing recommendations with sale proposals for management for potential consumers
- Maintained 5 account relationships with both new and existing clients for events, celebrations, and birthdays
- Collaborated closely with management team to deliver unmatched customer service regarding customers credit /debit and billing requests/ issues.

MUSIC ARTIST/PRODUCER | 2015- PRESENT TEAM UNLIMITED WORLDWIDE | SAN FRANCISCO, CA

- Successfully presenting solid plans and strategies to artist to ensure accelerated growth in their careers
- Analyzing and researching to create revenue with different streams of social media platforms
- Participates in managing artist activities, organized events, planned performances, and photo shoots
- Conducts concert setup, take down, and assisted producers with entire stage setup at each venue
- Assisting in developing the business in new markets globally, negotiation terms, and closing deals
- Ensuring all deals meet the required revenue expectations
- Responsible for cleaning up the studio, confirming music recording appointments and engineering clients

EDUCATION

Bachelors of Arts in Broadcasting Electronic Communication Arts | San Francisco State University | 2019

High School Diploma | Central Catholic High School | 2014

TECHNICAL

MS Word| Excel | Outlook | PowerPoint | Final Cut Pro | Logic Pro X | Pro Tools

AWARDS

Best Audio Award Winner - Broadcasting Electronic Communication Arts| 2018