

# Yeraz Quillen

[yerazquillen@gmail.com](mailto:yerazquillen@gmail.com) | (917) 392-5886 | [Portfolio](#) | [LinkedIn](#) | New York/Los Angeles, U.S.A.

## EDUCATION

**BS Film and Television** | Boston University, College of Communication | Cum Laude 3.8/4.0 Sep 2021 - May 2025

**Boston University London Study Abroad Internship Program** Spring 2024

## WORK EXPERIENCE

**Intern, SMUGGLER** Spring 2026 Semester

- Support producers and directors across development and production, assisting with research and project coordination.
- Help manage pre-production and office logistics, including scheduling, materials prep, and asset organization.
- Collaborate with creative and production teams in a fast-paced, professional production environment.

**Personal Assistant, CBS Actress** June 2025 - November 2025

- Manage communication, international travel logistics, and strategic calendar management across multiple time zones.
- Streamline project workflows and implement organizational systems to optimize personal and professional tasks.
- Collaborate on content development with media coordination for brand-consistent deliverables.

**Freelance Filmmaker/Photographer** 2017- Present

- Write, produce, direct, and film original short-form content from concept through post-production.
- Capture and edit still lifes, portraits, landscapes, and action shots to achieve creative vision.
- Provide professional photography services for music artists, live performances, promotional materials, and weddings.

**Intern, Objekt** Spring 2024 Semester

- Produced engaging social media content by editing raw footage and designing custom thumbnails for Instagram reels.
- Coordinated on-set production logistics with cast and crew to ensure seamless content creation and delivery.
- Managed props inventory and streamlined internal communications to support efficient production operations.
- Participated in development meetings and assisted with casting decisions to support pre-production planning.

**Fine Dining Server, Le Mari** 2024-2025

- Delivered table service including food, beverage, and bottle service in a high-volume hospitality environment.
- Built positive customer relationships by welcoming guests and managing client interactions.

**Sales Associate, Clic (Retail)** 2019 - 2021

- Delivered customer support across in-store and online channels to resolve inquiries and drive sales.
- Processed cash register transactions and tabulated daily sales to ensure accurate financial reporting.
- Coordinated inventory deliveries and executed restocking to maintain optimal product availability.

## EXTRACURRICULAR & LEADERSHIP ACTIVITIES

**VP of the Armenian Students' Association of Boston University, BU ASA** 2021 - 2025

- Organized meetings, scheduled events, and led outreach initiatives to expand organizational engagement.
- Advocated for Armenian causes and educated the community on Armenia's cultural heritage and historical significance.

## SKILLS

Adobe Premiere Pro & Photoshop; Canva; Final Draft; Google Workspace; Microsoft PowerPoint; Communication; Content Management Systems; Video Production; Photo Editing; Writing/Editing; Sales; Problem Solving; Multitasking; Strategic Planning; Public Speaking; Singing; Piano.

## LANGUAGES

English (Native); Armenian (Native); Spanish (Beginner); French (Beginner)