

JeongIn Lee

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SKILLS

Soft Skills Cross-Functional Team Communication / Task Prioritization / Agile & Waterfall Project Management / Sprint & Milestone Planning / Feature Tracking & Documentation

Software Jira / Trello / Twine / Storyboarder / Unity / Unreal Engine / Adobe Suite / Microsoft Excel / Canva / Git

Language English / Korean / Japanese

INDUSTRY EXPERIENCE

THAIFEX-Anuga 2024 Korea Pavilion Exhibition Management Team / Project Manager Seoul, South Korea
Hypers Apr 2024 – May 2024

- Coordinated logistics and vendor communications, and cross-functional meetings with international stakeholders and local contractors to ensure timely event delivery.
- Facilitated internal meetings, on-site scouting, and cross-border documentation for B2B exhibition planning.
- Localized and translated partner documents and exhibition materials, including product catalogs and schedules, ensuring clarity for international visitors and supporting effective B2B outreach.

Video Production Intern Salt Lake City, UT
Impatient Cow Productions Jan 2023 – Jan 2024

- Used narrative as a framework to guide team task allocation, asset management, and production planning, directing a short promotional documentary from pre-production to final delivery.
- Translated stakeholder requirements and project budgets into actionable schedules for equipment rental, editing, and first-pass client reviews, keeping editors and production teams aligned with project milestones.

GAME PROJECTS

Everything Mart – Lead Producer, QA Aug 2025- Present

- Designed early-stage KPI framework and competitor analysis to assist the design team and co-producers align on design priorities, guide iterative development decisions, and proactively address potential roadblocks.
- Monitored feature feedback and QA results to quickly identify issues, generating actionable tasks and coordinating with the design and UI teams to implement solutions efficiently.
- Implemented a RACI framework to define roles, decision ownership, and contribution paths, reducing team conflict and enabling smoother cross-functional collaboration.
- Used Jira to translate sprint goals and roadmap priorities into actionable tasks, enabling consistent delivery and establishing clear quality expectations and acceptance criteria for each development pass.

Udon Uncaged – Design Producer, QA Feb 2025- Present

- Edited game trailer and Hardware demonstration videos, contributing to *alt.ctrl.GDC 2026* submission efforts and assisting with budget planning for securing showcase position.
- Designed a minimal narrative concept to support player motivation and gameplay clarity, coordinating with the art and animation teams to integrate the story seamlessly into the interactive experience.
- Led an iterative Agile workflow, continuously updating the Game Design Document to align mechanics, narrative, and environment design with gameplay vision.
- Developed internal playtest surveys and used feedback to refine core mechanics and controller integration.
- Created VFX/SFX implementation documentation with annotated screenshots for asset integration support.

EDUCATION

Masters of the Division of Games | Production Track

University of Utah

Bachelor of Arts, Film and Media Arts

University of Utah

Expected graduation: 2026

Salt Lake City, UT

Dec 2022

Salt Lake City, UT