



ANNIE HUANG

A FIRST-GENERATION ASIAN AMERICAN & ASPIRING PRODUCER
WITH A PASSION FOR FILM & TELLING UNDERREPRESENTED STORIES.

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EXPERIENCES

WARNERMEDIA

Development Assistant | Aug 2021 - Present

- Support a team of 3 creative executives in the development, production, post & delivery stages of 100+ projects for HBOMax & WB theatrical film slate
- Manage daily communications & scheduling with producers, writers, directors, production companies, senior executives, & talent representatives
- Track, evaluate, & source incoming submissions, samples & pitch materials
- Create deal memos, provide coverage & notes, & compile writer/director lists

SONY PICTURES ENTERTAINMENT

Assistant to Pres. of Global Theatrical Marketing | Dec 2018 - Aug 2021

- Created filmmaker pitch decks and compile competitive research in collaboration with Media, Creative, Digital, Publicity, & Distribution teams
- Acted as studio liaison for high-level filmmakers, representatives, & talent to arrange global publicity travel details, production pitches, & screenings
- Oversaw schedules & admin tasks including: roll calls, book travel, process expenses, maintain department budget, & circulate internal documents

Screen Gems & TriStar Intern | May 2018 - Dec 2018

- Provided coverage, notes, & outlines for scripts & projects in development
- Booked talent/filmmaker travel, catering/vendor services, & event venues

FREELANCE PRODUCTION WORK

Development + Production Assistant | Jan 2020 - Dec 2020

- Evaluated & provided creative feedback, coverage, loglines, & outlines for incoming submissions including books, scripts, articles, & writing samples
- Tracked lists of writers/directors, industry trends, & projects in development
- Offered support as needed to producers, directors, & crew on set

20TH CENTURY FOX STUDIOS

Fox Searchlight Intern | Sept 2018 - Dec 2018

- Supported the 2018 awards campaign by coordinating press travel/hotel, critic screenings, publicity mailers, & producing creative promo concepts
- Assisted in planning logistics for set visits, photoshoots, premieres, & junkets
- Compiled & distributed budget reports, box office data, & press coverage

WARNER BROS. ENTERTAINMENT

International Publicity Intern | May 2017 - Aug 2017

- Assisted in planning & operational logistics of high-attendance premieres, global promo tours, press junkets, photoshoots & creative content shoots
- Provided written content for press kits, talking points & production notes
- Arranged press/talent participation, flights, hotels, cars, meals, & schedules
- Covered Executive Assistant's desk for the EVP of international publicity

EDUCATION

EMERSON COLLEGE

Marketing Communications | Dec 2018

Bachelor's Degree | Dean's Honor List
Resident Assistant

NEW YORK UNIVERSITY

Precollege Program | 2014

LANGUAGES

MANDARIN CANTONESE VIETNAMESE

SKILLS

Photoshop	Outlook
InDesign	Concur
Illustrator	Citrix
Word	Ariba
Powerpoint	PIX System
Excel	Microsoft Teams
Google Suite	Mac iWork Suite
Box	Scenichronize
Zoom	FileMaker Pro
Slack	InEntertainment

AFFILIATIONS

THE ACADEMY OF MOTION PICTURE

AAPI Affinity Council Leader | 2021
Academy GOLD Program | 2017

WOMEN WEDNESDAY

BIPOC Next Gen Mentee | 2021

APIASF NBCUNIVERSAL AWARD
NBCUniversal Scholar | 2018

VARIETY - POWER OF WOMEN
New York Event Staff | 2018

FORBES 30 UNDER 30 SUMMIT
Forbes Under 30 Scholar | 2017