

ALANNA MATEO

LIFESTYLE VIDEO EDITOR | SOCIAL MEDIA
CONTENT CREATOR

CONTACT

✉ alanna.mateo@yahoo.com

📍 Orlando, FL

alannasonlineportfolio.godaddysites.com

PROFILE SUMMARY

Lifestyle-focused Video Editor with 2+ years of experience creating engaging short-form and long form content for social media and digital platforms. Skilled in pacing, color correction, caption styling, and visual storytelling to produce aesthetic, high-retention videos. Passionate about producing modern, relatable content that connects with online audiences.

EDUCATION

2024-2026
VALENCIA COLLEGE

- A.S in Video Production

SKILLS

- Adobe Premiere Pro- Cutting, pacing, color correction, audio cleanup
- DaVinci Resolve- Primary color correction
- CapCut & Canva- Lifestyle, vlogs, Reels, TikTok, YouTube Shorts
- Thumbnail & branding design
- Caption styling & on-screen text
- Audience retention editing
- Basic sound design
- Trend-based editing styles
- AI editing Tools (Descript)
- Visual Storytelling

LANGUAGES

- English: Fluent

WORK EXPERIENCE

Employers 4 Change 2025 - PRESENT
Podcast Production Assistant- Internship

- Edited podcast video and audio content using Adobe Premiere Pro
- Cleaned audio, trimmed footage, and enhanced pacing for audience engagement
- Collaborated with host to maintain content quality and consistency.
- Used AI tools for transcription, captioning, and workflow efficiency

Ryder 2025 - PRESENT
Warehouse Associate/Problem Solver

- Manage high-volume inventory processing in a fast paced environment
- Maintain organization, accuracy, and efficiency under tight deadlines
- Demonstrate strong time management and reliability
- Follow safety procedures and operational standards

Diag Partners 2023-2024
Inventory Specialist

- Conducted inventory audits and maintained accurate records
- Ensured data accuracy and operational consistency
- supported inventory tracking and reporting processes