

Summary

I am a **Makeup Artist** and **Special Effects Artist** in the film industry with four years of film set experience and eight years in freelance makeup. I pride myself on being a quick learner, and an adaptive worker and being comfortable with working in the fast-paced, ever-changing environment that is film. I prioritize creating a safe, healthy and happy environment for my team members to thrive and always approach my work diligently and creatively. Those who work with me know me as someone who truly attends to every detail when designing a character to aid with the telling of a story and execute the director's vision.

Education

Sheridan College Advanced Special Effects Makeup, Prop Production and Animatronics	In progress
• Graduate Certificate expected completion in Dec 2024	
Toronto Metropolitan University RTA Media Production Bachelor of Arts	June 2021
• Graduated with a concentration in Film and Video Production	
Make Up For Ever Academy Soho, New York City, NY	May 2019
• Certificate of Completion in the Advanced Intensive Editorial Makeup course	

Certifications

NABET-700 Union Makeup Department Permit	CPR Red Cross Certificate
WHMIS Certification	Working at Heights Certificate
Barbicide Certification	Facial Thread & Wax, Lash Lift Certification
Worker/Supervisor Health & Safety Awareness	

Highlighted Career Achievements

- **Head of Department for many film and TV projects, including Season 1 of CBC's *Canada's Ultimate Challenge*** - managed the makeup and hair department and a multi-person team for a six-week-long travel show, maintaining stock, receipts, and efficient scheduling while working away from home.
 - **Lead Prosthetic Designer, Head of Makeup, and Propmaker for horror short film *Summerland*** - Designed the look of each character, made custom prosthetics, and full body paints, and built stunt safety weapons for my final thesis project at TMU, titled *Summerland*.
 - **NABET-700 Makeup Permittee** - obtained permit status with NABET-700 Unifor, Ontario's television union. Worked as makeup daily and 2nd Makeup Assist on *Robyn Hood*, directed by Director X.
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Work Experience

Special Effects Assistant	September 2024 - Present
J.M.S. SFX Ltd., Etobicoke	
• Works on set under supervisor/head as a part of the SPFX department	
• Assist with load in and load out in the shop and on-location	
• Dress sets including snow blankets, rain towers, smoke FX, and ice.	

ALICIA CHAN

Independent Television and Film Makeup Artist

April 2016 - Present

Toronto, ON

- Mobile makeup artist contracted for TV and film, commercials, photoshoots, and music videos.
- Maintain an organized and stocked **industry-standard makeup kit**, valued at approximately \$13 000.
- Consult with clients and directors and **maintain thorough communication** via email.
- Manage project logistics such as scheduling, location, budget and timeline.
- Handle contracts and legal documents, as well as production paperwork and invoicing

Paid Services Beauty Advisor and Studio Coordinator

November 2017-2019, October 2022 - Present

Sephora, Toronto

- Execute professional services for **makeup application** and **oxygen facials**
- Studio coordinator for booking appointments and **maintaining an efficient schedule**
- Sanitize and execute **proper hygiene protocol** for tools, brushes, and backstage

Workshop Studio Monitor

May-Sept 2024

Sheridan College Trafalgar, Oakville

- Maintain a fully stocked workshop for prosthetic and prop moulding, painting, and casting.
- Ensure the safety of other students when working with hazardous materials and machinery
- Relay project requirements, instructions and protocol to assist students in project making