

# YUELIN LIU

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## PROFESSIONAL SUMMARY

Production Coordinator with 3+ years supporting game development across PC, VR, and mobile platforms. Experienced maintaining production schedules, tracking tasks and bugs across disciplines, and facilitating communication between leads, teams, and stakeholders. Certified ScrumMaster comfortable with Agile/Waterfall workflows, Jira, Perforce, and Google Workspace, with hands-on playtest coordination turning user feedback into actionable backlog items.

## RELEVANT SKILLS

**Production Tools:** Jira, Confluence, Trello, Perforce, Miro, Google Workspace, Excel, Outlook, Word

**Methodologies:** Agile/Scrum (Certified ScrumMaster®), Waterfall, sprint planning, backlog & milestone tracking

**Coordination:** Schedule management, bug/task triage, cross-discipline communication, playtest facilitation

## PROFESSIONAL EXPERIENCE

### Game Producer | Entertainment Technology Center

Aug. 2025 – Present

#### Rapid Game Prototype Projects

Pittsburgh, PA

- Produced for 3 rapid-prototype teams of 5 across 2–3 week sprints, leading full production cycles from concept to festival- and showcase-ready builds across PC, VR, and physical-interface platforms.
- Ran sprint planning, daily stand-ups, sprint reviews, and retrospectives; maintained and refined product backlogs based on stand-up discussions and live playtest feedback.
- Scheduled, hosted, and coordinated structured playtests across all three projects, converting real-time feedback into prioritized, owned backlog tasks.
- Led post-playtest bug triage (priority/severity), batching fixes by risk to protect build stability under tight deadlines.
- Established basic source-control practices (Perforce) and centralized documentation across shared drives to reduce onboarding friction for cross-disciplinary teams.

### Lead Production TA | National High School Game Academy (NHSGA)

Jun. 2026 – Present

#### CMU Pre-College Program

Pittsburgh, PA

- Develop and maintain the master production schedule for all student teams and the master work/event schedule for all TAs, ensuring consistent milestone tracking across cohorts.
- Manage production tracking spreadsheets and monitor milestone completion across all student teams; run daily stand-ups and weekly planning meetings.
- Lead daily announcements and facilitate presentations for ~100 students and staff, serving as the primary communication link between faculty, TAs, and student teams.
- Mentor student producers on backlog management and sprint planning, coaching them through real production challenges.

### Project Coordinator, Intern | Alibaba Group

Aug. 2024 – Feb. 2025

#### Intime Retail (Group) Co. Ltd.

Hangzhou, China

- Coordinated cross-functional design, engineering, and marketing workstreams across AI tooling, UI localization, and creator-training initiatives, managing timelines and stakeholder communication.
- Delivered multi-language UI adaptation across 17 countries for 4 major promotional campaigns on AliExpress (190+ countries, 150M+ users), scaling coverage over four campaign cycles.

## PROJECT EXPERIENCE

### Producer, Experience Designer | XR Welding Edu Game

Jan. 2026 – May 2026

#### CMU Capstone Project

Pittsburgh, PA

- Led a 6-person interdisciplinary team through sprint planning and backlog management on a VR educational experience for Meta Quest 3, prioritizing features based on usability testing.
- Coordinated external partners including the Industrial Arts Workshop and industry welding professionals, managing playtest logistics, resource planning, and stakeholder communication.

## EDUCATION

### Carnegie Mellon University

Expected May 2027

Master of Entertainment Technology (MET) | GPA: 3.83/4.0

Pittsburgh, PA

### University of Florida

May 2024

B.S. in Telecommunication, Film & TV Production | GPA: 3.50/4.0 — Summa Cum Laude

Gainesville, FL

## CERTIFICATES

Certified ScrumMaster® (CSM) | Scrum Alliance

Nov. 2025 – Nov. 2027