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Work History/Experience:

Digital Asst. Manager, Pittsburgh Filmmakers - 2001 to present.

For the past six years I have worked as the Digital Assistant Manager of Pittsburgh Filmmakers, a non-profit media arts center that provides classes in photography, film, video, and digital arts. Pittsburgh Filmmakers also provides artist/member access to all manner of equipment relating to those classes.

In my role I am responsible for maintaining and managing over 100 computers in multiple buildings, including servers, administration, classroom, and editing suite machines. Systems are mostly Macintosh plus a handful of PCs at both locations.

I perform software and hardware upgrades as required, such as hard drive and expansion card installation. I design and implement our digital lab setups and am in charge of deployment of all system images. I create AFP logins and passwords for our central storage system for over a hundred users every semester.

I administer an ethernet based network, recabling patch panels and rerouting connections in our wire closets as needed. I manage and create all email accounts via our ISP. I am responsible for daily backups of administrative materials.

I am consulted regularly regarding the purchase of digital components for the school's education program and have a large part in the budgeting process for my department.

I also respond to help desk queries via phone, email, and in person for staff, faculty, and students. I have a solid background in troubleshooting computer problems and have the ability to research an error and resolve problems in a timely manner.

I have experience with Mac OS X Server, Mac OS X, and all manner of Macintosh graphics, video production, and office programs. To a lesser extent I have experience with Windows Professional 2000, Windows NT Server and Windows Server 2003.

Macintosh Lab Assistant, RMU Moon Campus – 2005 to present.

For the last year I have worked part-time at Robert Morris University at the Academic Media Center. My responsibilities include assisting students with questions on Final Cut Pro suites, maintaining and repairing systems on an ongoing basis, assisting RMU's IT department on Macintosh issues, and consulting with management level faculty regarding hardware and software purchasing.

Freelance Web Design/Video Editing/Computer Consulting - 2002 to present.

For the last few years I have accepted freelance paid jobs involving web design, graphic design, animation, video editing, DVD creation and authoring, and consulting for the Macintosh platform. I have done this work for individuals, businesses, and artists.

Programs I am proficient in include: Adobe Photoshop, Imageready, and After Effects; Macromedia Dreamweaver and Flash; Apple's Final Cut Pro, DVD Studio Pro, and the Mac OS; Microsoft Word and Excel.

My personal work has shown in the Three Rivers Film Festival and at the South Bend Regional Museum of Art in Indiana.

Adjunct Assistant Professor, Pittsburgh Filmmakers - 2003 to present.

I have taught both the Introduction to Digital and the DVD Authoring class at Pittsburgh Filmmakers, reaching over 120 students in 9 semesters. I created class materials, outlined class schedules, and dealt with students needs outside of class time as the need arose.

The classes above focused on teaching concepts of the following programs: Adobe Photoshop, Apple's Macintosh OS X, Final Cut Express, and DVD Studio Pro.

I have received positive student reviews in all of the classes that I've taught.

Education:

Bachelor of Arts in Film Studies from University of Pittsburgh Main Campus, 1997

Non Credit classes at Pittsburgh Filmmakers in Film, Photography, Web Design, Screenwriting, and other Digital media.