

## Résumé of Dominica Malcolm

### Personal Details

**Name:** Dominica Malcolm  
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**Web portfolio:** <http://portfolio.comedydownunder.com>  
**Citizenship:** Australia and United States of America  
**Date of Birth:** 29 November 1983  
**Marital Status:** Married  
**Driver's Licence:** Class C

### Career Aspirations

To further develop and extend my skills in Web and database design, development and programming whilst providing excellent service to either in-house or external clients.

### Education: Tertiary

#### 2005

Graduate Diploma in Media Production  
Murdoch University, Western Australia  
Date of Completion: December 2005

#### 2001-2004

Bachelor of Science in Internet Computing  
Minors in Multimedia Information Systems and Media Studies  
Murdoch University, Western Australia  
Date of Completion: July 2004

Academic Transcripts available on request

### Education: Short courses

#### 2006

PAC Screenworkshop 2: Comedy (directing)  
Perth Actors Collective, Western Australia

#### 2005

PAC Screenworkshop 1 (directing, acting); and  
PAC Screenworkshop 2: Romance and Seduction (directing)  
Perth Actors Collective, Western Australia

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## **Education: Short courses continued**

**2004**

Spanish for Beginners; Intermediate Spanish  
TAFE, Rockingham, Western Australia

## **Professional Information Technology Skills**

### **Languages**

PHP, CSS, SQL, HTML, XHTML, Javascript, Perl, XML, XSL, C, Java, DTD

### **Operating Systems**

Windows: NT, 95, 98, 2000, XP  
Macintosh: OS X 10.3 Panther, OS X 10.4 Tiger  
Linux: Debian, Ubuntu

### **Software**

Databases: MS Access, Oracle, MySQL, PostgreSQL  
Microsoft: FrontPage, Excel, Word, PowerPoint, Publisher, Outlook  
Apple: Final Cut Pro, Soundtrack Pro, GarageBand, DVD Studio Pro, LiveType  
Open Source: Apache Web Server, WebGUI CMS, OpenOffice.org, NeoOffice, GIMP  
Adobe: Acrobat, PhotoDeluxe, Premiere Pro, Audition  
Corel: Paint Shop Pro  
Other: FTP clients, Kawa, 3DCG

### **Hardware**

Scanners, printers, CD writers, DVD ROM, DVD writers  
Understand TCP/IP networking design and configuration  
Can install CD/DVD/HDD/floppy drives, network cards, TV tuner cards for desktop computers  
Can build a computer given compatible components

## **Professional Employment Experience**

### **2006-Current**

Malcolm Media

Position: Partner, Creative Consultant

Duties:

- Contracted Web design and programming
- Contracted Database design, development and administration
- Video production

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### **Professional Employment Experience continued**

#### **1999-2006**

Freelance

Position: Web Designer

Duties:

- Design or redesign Web sites, including:
  - Far and Wide Camper Trailer Hire <http://www.farandwidecamperhire.com.au>
  - Footprints on my Heart <http://users.bigpond.net.au/footprints>
  - Acacia Getaway (no longer online)
  - Easy Learning Centre <http://easy.rockylets.org>
- Edit content on existing Web sites, including:
  - RecoveryWest <http://www.recoverywest.com>
- Provide information about improving search engine results
- Scan and alter images
- Set up PayPal account
- Tutor in Web maintenance
- Relate information without heavy use of computer jargon
- Recommend Web host

#### **Oct 2005**

Terminus Network Services, iLaw

Position: IT Contractor

Duties:

- Write a Perl script to input data to the PostgreSQL database backend of SQL-Ledger

#### **Dec 2003-July 2004**

Alcoa World Alumina Australia

Kwinana and Pinjarra locations, Western Australia

Position: Information Technology Vacation Student

Duties:

- Collect information from engineers for content on a Web portal/CMS
- Create a community on already developed portal software
- Layout design
- Help with others' understanding of the new software
- Train others in use of the software
- Present in development community to entire department
- Write training documentation to be understood by engineers and scientists
- Relay information between IT and engineers
- Modify images using Paint Shop Pro

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### **Casual Employment Experience**

#### **Mar 2005-Aug 2005**

Self-employed

Western Australia

Position: Artist Manager to Mr Kristian Reimer

Duties:

- Arrange flights and accommodation
- Organise spots at comedy venues throughout Australia
- Develop artist interest

#### **Oct 2004-Jan 2005**

Burger King

Laramie, Wyoming, USA

Position: Crew Member

Duties:

- Greet customers in friendly manner
- Organise and host birthday parties
- Serve customers at front counter and drive-thru
- Food preparation
- Cleaning
- Stocking

#### **Dec 2000-Jan 2001**

Wellstead Heritage Museum

Bremer Bay, Western Australia

Position: Tour Guide

Duties:

- Tour guide
- Database entry; cataloguing museum artefacts
- Photography
- Cleaning
- Product sales

I have also worked as a door person, greeting audience members and collecting their entry fees at comedy performances and tutored a TAFE student in my final year of high school.

### **Volunteer Work**

From 1999 to now, I have been involved with various aspects of the comedy industry in Australia. Most of what I have done has involved volunteering.

#### **1999-2006**

Comedy Down Under

Position: Web designer (<http://www.comedydownunder.com>) and journalist

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### **Volunteer Work continued**

#### **2001-2002**

The 3 Canadians

Position: Web designer (<http://etc.comedydownunder.com>)

Comic Relief

Position: Street Promoter

ComedyLive

Position: Journalist

#### **2000-2001**

Tony Lesay

Position: Door Person

### **Awards and Scholarships**

#### **2000**

Award of Excellence (highest achiever) in Applicable Mathematics  
Safety Bay Senior High School

Certificate of Performance From The One Day Engineering Experience  
Murdoch University

#### **1999**

Scholarship to attend the 1999 Engineering Camp  
University of Western Australia

### **Activities and Interests**

Web development (1999-2006):

- Feel free to browse the examples outlined on my Web portfolio (<http://portfolio.comedydownunder.com>)

Writing:

- Screenplays (short films, feature films, sketches)
- Journals
- Essays

Video/film production:

- In 2005 I wrote, directed, co-produced and edited a short film, Journey, under the supervision of Melanie Rodiga (director of Teesh and Trude) as part of my Graduate Diploma.
- I also wrote and/or directed and/or acted in several short films and scenes as part of PAC Screenworkshops.

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### **Activities and Interests continued**

#### Acting:

- Short Film: The Chatroom 03 (2006)
- Stage Play: Santa's Space Christmas (2005)
- Stage Play: Waggin' It (1997)

#### Performing comedy:

- Stand up comedy, Australia 2000-2002, 2006
- Stand up comedy, Ireland 2004
- Improvisational comedy, Australia, 2005

#### Music:

- Learning to play keyboard

#### Travelling:

- Singapore and Thailand (April 2006)
- New Zealand (February 2005)
- USA (1991, 1995, 1998, 2004-2005)
- Europe and Ireland (July-August 2004)
- Madrid, Spain (2004)
- Canada (2004, 2005)
- Melbourne, Australia (2000, 2001, 2002, 2005)

#### Attending festivals:

- Sundance Film Festival (2005)
- Toronto International Film Festival (2004)
- Edinburgh Fringe Festival (2004)
- Melbourne International Comedy Festival (2000-2002)
- Fairbridge Folk Festival (several years)

### **Referees**

Available on request