

LESLIE MARIE MAXFIELD

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PROFESSIONAL SKILLS

- Proficient with multimedia software and hardware
- Research and implement innovative solutions for clients with novel of unique digital media needs
- Produce materials using digital media content
- Solve technical hardware and software problems
- Manage diverse small and large-scale projects
- Plan and develop long-term lab goals and direction
- Communicate and lecture at a broad range of expertise and levels on science and multimedia topics
- Have excellent people skills

CURRENT EMPLOYMENT

New Media Specialist, Digital Media Center, California Institute of Technology since 1999

Member of service-oriented lab dedicated to digital media production for members of the Caltech community, including faculty, senior administrators, research scientists, post-doctoral scholars, and students. Responsibilities include: developing and managing the production of the Caltech Streaming Theater streaming content, creating documentary-style commemorative videos, DVD authoring, video editing, video compression, video streaming, image editing, scientific figure design, scanning, handling sensitive archival materials, graphic design, project consulting, maintaining long term client projects, technical problem solving, and teaching.

Freelance Work & Consulting

Website coding, digital video editing, DVD authoring, and legal expert witness experience.

EDUCATION

University of California, Berkeley, Berkeley, CA - M.A. Astronomy 1998
California Institute of Technology, Pasadena, CA - B.S. Astronomy, Graduated with Honors 1995

Additional Training

Apple Pro Seminars- DVD Authoring, Video Editing, Multimedia Databasing; Pro Max & Apple DVD Studio Pro 3-day hands-on training; Edward Tufte Seminar, *Visualizing Information*; DV Expo Multimedia Seminars; SIGGRAPH Multimedia Seminars; HD/DTV Seminars; ComputerMaster Photoshop Conference. I am an Apple Pro certified author in DVD Studio Pro 3.

SOFTWARE APPLICATIONS & COMPUTER LANGUAGES

Photoshop, Adobe Acrobat, Illustrator, AfterEffects, Final Cut Pro, Premiere, QuickTime Pro, DVD Studio Pro, Cleaner, Sorenson Squeeze, DeBabelizer, Dreamweaver, and Microsoft office. Programming interactive SMIL, HTML, and IDL scripting. Managing Mac OSX, OS9, Unix, and Windows platforms.

TEACHING

Instructor for workshop and seminar sessions: Preparing entire lecture presentations including handout materials and audio and visual examples. Topics cover: Photoshop, scanning, digital video editing, digital video compression, converting analog to digital, and interactive classroom technologies.

PREVIOUS EMPLOYMENT

1999-2000: Undergraduate Admissions Counselor, California Institute of Technology
1995-1998: Graduate student researcher and course teaching assistant, University of California, Berkeley
1991-1995: Undergraduate student researcher and physics lab instructor, California Institute of Technology

References, portfolio, and additional information available upon request