

# TANYA POOVAIAH

Emeryville, CA 510.303.2912 biddanda.tanya@gmail.com

*Working towards advancing my career in higher education, arts, and technology, bringing experience in computer user support, media systems, animation, and pedagogy.*

## EXPERIENCE

### Animation Studio Manager

*California College of the Arts - Oakland, CA (Feb 2017-Present)*

- Hardware/Software/Network support throughout Animation department remotely and directly with 200+ end-users (students/faculty/staff)
- Research and implement new technology, such as developing a virtual reality lab and overseeing expansion
- Manage and evaluate team of 8-12 student workers, training them to independently provide basic technical support to students, instructors, and staff
- Lead and organize end-of-term film festival for over 200 students, compiling and editing over 50 student films per semester
- Provide frequent communication and updates to all relevant parties on independent work projects

### User Support Specialist

*California College of the Arts - Oakland, CA (June 2016-Feb 2017)*

- Hardware/Software/Network support throughout campus
- Helped lead computer installation/imaging with Bootcamp for 300 computers annually using DeployStudio
- Maintained thorough documentation/communication of work

### Computer Support Assistant

*SRVUSD - San Ramon, CA (March 2016-June 2016)*

- Quickly and efficiently solved tech issues throughout Gale Ranch Middle School campus (1,000+ students/faculty)
- Supported over 20 A/V systems, 20 COWs, 30 eWriters, 50 iPads
- Maintained extensive, detailed inventory of all campus technology

### Media Systems Intern

*Pixar - Emeryville, CA (June 2015-Nov 2015)*

- Assisted with A/V troubleshooting throughout Pixar campus (1,500+ employees)
- Built/Repaired 15 editorial suites/conference rooms
- Deployed new hardware, removed/prepped outdated hardware
- Kept workshops clean, organized, and maintained inventory

## SKILLS

Mac/PC/Chromebook  
Hardware de/installation  
Software de/installation  
Oculus Rift  
HTC Vive  
JAMF Pro  
G Suite  
Adobe Creative Suite  
Project Management  
Teaching/Mentoring skills  
Team player  
Work independently  
Highly personable

## CERTIFICATIONS

**Apple Certified Support Professional 10.11**  
Apple Inc.

## EDUCATION

**California College of the Arts**  
*BFA Animation, High Distinction*  
Student Leader

## ADDITIONAL INFO

**Assistant Instructor**  
Teach martial arts at  
Studio Naga, Oakland