

# MELAINA MACE

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**EDUCATION:** Vancouver Institute of Media Arts Vancouver, B.C.  
Diploma, Visual Effects 2009

Portland State University Portland, OR  
B.A. English/Film 2007

**OS:** Windows, Mac OS X, Linux

**SOFTWARE:** Maya, XSI, ZBrush, Shake, Nuke, Photoshop, After Effects,  
Boujou, Vue, Illustrator, Flash, Dreamweaver, Premiere Pro

## EXPERIENCE:

**WHISKYTREE** San Rafael, CA  
Matte Painting Production Assistant Jan to Apr 2010  
Shows: Thor, Tron Legacy, Iron Man 2, Rango

- Performed 3D environment modeling, UV layout in XSI and Maya.
- Assisted with 2D concepts, mattes and environments.
- Conducted concept design research.
- Provided general assistance to working artists.

**BASELINE STUDIOSYSTEMS / NY TIMES CO.** Los Angeles, CA  
Freelance Bios Writer 2006 to 2009

- Researched and wrote biographical pieces on entertainment and media figures.

**BASELINE STUDIOSYSTEMS / NY TIMES CO.** Los Angeles, CA  
TV Web Editor 2003 to 2005

- Tracked television projects from concept to completion.
- Updated and maintained project database.

**NEW REGENCY PRODUCTIONS** Los Angeles, CA  
Story Department Assistant / Script Reader 2002 to 2003

- Oversaw interns and story department.
- Wrote script and book coverage for production executives.
- Assigned readers for coverage / proof-read coverage.
- Prepared weekend read memos, invoices, and reports.
- Updated development slates / performed project research.