

SAOIRSE ANNE O'MALLEY

1267 Barry Ave, Los Angeles, CA 90025 | 312.221.2298 | saomall@ucla.edu

CAREER OBJECTIVE

Pursuing experience in an Informatics and Librarianship track with a heightened focus on Digital Humanities. By combining technical knowledge and a community oriented methodology, I strive to cultivate a collaborative learning and teaching environment.

EDUCATION

University of California, Los Angeles

Masters in Library and Information Studies **2017**

Focus on Archival Informatics

Capstone Project: Effects of Open Access in Developing Countries

Illinois State University

BA in English Studies **2010**

Senior Thesis: The Evolution and Influence of the E-reader

CAREER EXPERIENCE

Graduate Student Researcher, Fellowship

Center for Digital Humanities, Digital Research Consortium **2017 – Present**

- Main goal of developing and organizing content for the Digital Research Consortium website
- Analyze communications goals
- Identify internal goals for project timeline
- Map website to include missions statements, calendars, and website of all departments and labs involved in the consortium

Graduate Student Assistant

Digital Library **2016 – Present**

- Create tutorials on GitBook to aid students, library staff, and professors to help maintain and upload content to the City and the Library website
- Interact with stakeholders to strengthen website goals
- Update, generate, or clean metadata spreadsheets using various standards
- Edit images and corresponding metadata for the International Digital Ephemera Project

Student Assistant Researcher, Grant Funded

City and the Library, Writing Programs **2016 – 2017**

citystoriesucla.github.io/lyricalmap/

- Main goal of uploading curated content to class website based on materials from UCLA's Special Collections about the history of Los Angeles
- Edit student annotations
- Research, identify and check copyright on UCLA's archival materials relevant to the site
- Modify site XML and JSON

Program Assistant

Digital Research Start-Up Partnership (DResSUP)

2016

[DResSUP website](#)

- Main goal of aiding graduate students utilize programs to aggregate, organize, and analyze data
- Assemble and distribute resources from workshops to be shared with workshop leaders and attendees
- Develop schedules for workshops
- Host tutorial on GitHub

Graduate Student Reference Desk Assistant

Charles E Young Research Library

2015 – Present

- Assist patron with research inquiries
- Develop firm understanding of resources available to patrons
- Participate in and lead workshops on finding resources and citation management programs (specifically Zotero)
- Helping organize and reconfigure online research guides related to data management using Drupal

Accounts Supervisor/Office Manager

Capricorn Logistics

2012 – 2015

- Reconciled and archived accounts dating back to 2006 and implemented monthly reconciliation practices to provide and maintain accurate financial figures
- Assisted opening a US branch and expanded accounting sales departments
- Managed two other employees and maintained a strong relationship within the US and abroad

Primary Researcher

BuildCentral, Inc.

2010 – 2012

- Utilized primary and secondary sources to document construction projects throughout the United States
- Reviewed and revised published content on the company website to ensure accuracy
- Provided clients with detailed solutions within 48 hours of their request

INTERNSHIP EXPERIENCE

Intern

Getty Conservation Institute, Information Center

2016

- Clean data contained in the Art and Archaeology Technical Abstracts database
- Interact with internal server with eye towards strengths and weaknesses for database redesign
- Research abstract journals' availability, publication timelines, and status to update in internal database

- Aid in decisions about when to review journals for content to be included in the database

Intern

Getty Research Institute, Software Engineering Department **2016**

- Main goal of supporting plans to create a system to automate workflow processes—Digitization Automation and Flow Tracking (DAFT)
- Map workflows surrounding digitization projects
- Interview stakeholders to understand their current roles in the process and identify wants and needs for the proposed system
- Present documentation of current processes and recommendations for system

TECHNICAL SKILLS

Microsoft Office Suite, Wordpress, Drupal, Quickbooks, Peachtree, Python, and R

VOLUNTEER EXPERIENCE

Freemont Library/Milner Library-shelving and basic cataloging

Lakeview Polar Bear Club-family outreach

RefugeeOne-administrative assistance, organizing paperwork, and family liaison

LANGUAGES

English-native language

Spanish-speak, read, and write with basic competence

Irish-basic conversational competence

MEMBERSHIPS

Honors Society

Special Libraries Association-Treasurer

Lakeview Polar Bear Club-Board Member

REFERENCES

ALLISON BENEDETTI

Librarian for Advanced Research and Engagement

University of California, Los Angeles

abenedetti@library.ucla.edu

310.206.8746

DAWN CHILDRESS

Librarian for Digital Collections and Scholarship

University of California, Los Angeles

dchildress@library.ucla.edu

COLLEEN JAURRETCHE

Lecturer at Writing Programs

University of California, Los Angeles

cjaurretc@humnet.ucla.edu