

Andra Keay  
165 Darley St  
Newtown, NSW 2042  
9519 3631 or 0425 227 578

**Qualifications:**

BA Communications Film/Writing/Cultural Theory

Some write or film full time, others procrastinate, hence the rest of the resume.

Windows Small Business Server administration, Access and Filemaker Pro database development, Dreamweaver, FrontPage, HTML, Javascript, PHP.

Certified Junior Soccer and Level 1 Gymnastics coach and AASC School Sport deliverer incl. ASC General Coaching Principles & Play by the Rules

Fluent in Windows, Mac & Web 2.0 technologies, community group management, children, coaching principles and contemporary aesthetics.

**2007 to present:** coach at Ryde Trampoline Sports, AASC deliverer at inner Sydney schools (trampoline, gym, circus, soccer, martial arts and multi sports).

**2006 to present:** volunteer at Newtown Public School (NPS)  
Convener and manager of the Science Club, the Soccer Club, management member of NPS OOSHC winning grants for expansion and extra programs such as 'Explorers' for 10-12yr olds, developing NPS OOSHC community website/groups.

**2005 to present:** Member Australian Media Football League  
Player and developer of AMFL webgroup.

**2005 to present:** Soccer coach at Marrickville Soccer Football Club  
Developer of club webgroup, coach development, junior & women's coordinator, member protection officer, management committee.

**2005 to present:** volunteer Roomies Artspace at NNC  
Event organiser, grant writer and developer of Roomies webgroup.

**1997 to present:** Administration/Computer Support at NSW Housing Associations;  
Network administration and desktop support, website and database design, library management, newsletter publication and layout.

2005 to 2008: Administration/Computer Support at Newtown Neighbourhood Centre (NNC)

Including database and spreadsheet design, computer network and desktop support, grant writing, program development, accounting, client and volunteer liaison.

2002 to 2004: Coordinator Newtown Playgroup

Including achieving award for excellence for the group.

2000 to 2004: President Ryde RSL Trampoline Sports;

Including club accreditation, website development and competition management.

1993 to 1997: OOSHC manager at Darlinghurst Public School

Including program development, accounting, parent and child liaison.

1993 to 1997: Administration at Oxfam (Community Aid Abroad)

Including accounting, library management, publications, volunteer liaison and technical support.

1989 to 1992: Freelance writing and film production

1985 to 1989: Production Operations Trainee and Film Editor/Asst at ABC

1982 to 1998: BA Communications at University of Technology

Assorted additional spells as actress, musician, waitress, barista and bartender.

I have 4 children, aged from young to adult, several animals, a husband involved in AI, robotics and emerging technologies at [technoist.com](http://technoist.com), a large library, a black belt and some unusual tattoos which you can see at [andragy.com](http://andragy.com)



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