

College of Engineering

Undergraduate Sample Resumes

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PAULA E. MERR

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EDUCATION	Carnegie Mellon University Bachelor of Science in Chemical Engineering Secondary Major in Biomedical Engineering GPA: 3.15/4.00 San Francisco High School High School Diploma GPA 3.82/4.00	Pittsburgh, PA May 20XX San Francisco, CA June 20XX
PROJECTS	Capsaicin Analysis Project, Chemistry Lab <ul style="list-style-type: none">Designed and performed an experiment to determine the quantity of capsaicin in peppers and salsas using reversed-phase HPLC.Presented findings to a class size of 50+ students to educate them on the critical components of the process. Chemical Engineering Filtration System <ul style="list-style-type: none">Partnered with a team of 4 other students to design a filtration system to remove dye from water, increasing water safety.Identified new, cost-effective materials and reduced operating costs by 3%.	Spring 20XX Fall 20XX
WORK EXPERIENCE	Carnegie Mellon University Career Center Career Peer Mentor <ul style="list-style-type: none">Conduct 1-on-1 resume reviews with first-year students to educate them on resume formatting and content creation.Create career-related handouts and research tools to facilitate internship searches. YMCA Camp Camp Counselor <ul style="list-style-type: none">Coordinated the daily activities of 22 children to encourage social learning.Collaborated with other camp counselors to plan weekly events.	Pittsburgh, PA Spring 20XX – Present San Jose, CA Summers 20XX – 20XX
LEADERSHIP	Vice President, American Institute of Chemical Engineers <ul style="list-style-type: none">Organize monthly speaker series featuring corporate and alumni panelists.Engage 150 members to attend events with marketing and social media campaigns.	20XX – Present
SKILLS	Laboratory: HPLC, Organic Synthesis & Purification, Gas Absorber, Rheometer Computer: MathCAD, MATLAB, SIMULINK, ImageJ, AutoSketch, MS Office Spoken Languages: Fluent in Spanish; Conversant in French	
ACTIVITIES	Alpha Beta Gamma Women's Fraternity Intramural Soccer American Institute of Chemical Engineers	20XX – Present 20XX – Present 20XX – Present
HONORS	College of Engineering Dean's List (GPA 3.75 and above) Andrew Carnegie Scholarship Valedictorian, San Francisco High School	Spring 20XX Fall 20XX – Present June 20XX

Paula E. Merr

Email: paulaemerr@andrew.cmu.edu Cell: (412) 123-4567

EDUCATION

Carnegie Mellon University, Pittsburgh, PA
Bachelor of Science in Chemical Engineering, May 20XX
Double Major in Biomedical Engineering
Overall GPA: 3.15/4.0

RELEVANT EXPERIENCE

Merck & Company, Elkton, VA
Global Vaccine Technology and Engineering Intern, Summer 20XX

- Optimized shakedown, performed Operational Qualifications and revised P&IDs on four chromatography columns (\$250k each) to be used in Gardasil® downstream process
- Gained experience with DeltaV automation interface for large-scale chromatography column packing
- Trained in clean room manufacturing techniques and cGMP practices

Koppers, Follansbee, WV
Process Engineer Intern, Summer 20XX

- Conducted process studies to identify bottlenecks and to recommend process improvements
- Implemented lockout/tagout measures to ensure safety of workers when equipment is not in use
- Created flowcharts of various processes in the plant using AutoSketch

Research Experience for Undergraduates (REU), Carnegie Mellon Pittsburgh, PA
Undergraduate Researcher – Materials Research Program, Summer 20XX

- Measured biocompatibility of iron nanomaterials with various coating combinations in cancer cells
- Gained experience in cancer research, nanotechnology, and professional research practices

PROJECTS

Teapot Project, Transport Lab, Spring 20XX

- Improved heating time for commercial teapot design by 20% (Team of five students)
- Led fabrication and machine shop communication and also collaborated on design of teapot

Capsaicin Analysis Project, Chemistry Lab, Spring 20XX

- Designed and performed an experiment to determine the quantity of capsaicin in peppers and salsas using reversed-phase HPLC (Team of four students)

ADDITIONAL EXPERIENCE

Cohon University Center, Carnegie Mellon Pittsburgh, PA
Information Desk Assistant, Fall 20XX – Spring 20XX

- Answered questions of visitors to the University and helped with resources
- Maintained room schedule and facilitated needed equipment

LEADERSHIP

Historian/Selections Chair, Lambda Sigma National Honor Society, Fall 20XX – Spring 20XX

- Reviewed new freshmen applications and organized an induction ceremony for 30 incoming new members
- Managed alumni relations and led the Personal Relations Committee by producing physical and virtual advertisements for service events

SKILLS

Laboratory: organic synthesis & purification, HPLC, atomic absorption
Instruments: gas absorber, rheometer, NMR, FTIR, UV/VIS, GC/MS
Computer: MathCAD, MATLAB, SIMULINK, ImageJ, AutoSketch
Spoken Languages: Fluent in Spanish; Conversant in French

ACTIVITIES & HONORS

Varsity Tennis Team, 20XX – present
Alpha Beta Gamma Sorority, 20XX – present, House Manager, 20XX – 20XX
Tau Beta Pi, Engineering Honor Society, 20XX – present
American Institute of Chemical Engineers, (AIChE) 20XX – present
College of Engineering Dean's List, Fall 20XX, Spring 20XX
Andrew Carnegie Scholarship, Fall 20XX – present

BRIDGET SPECTOR

Email: bspector@andrew.cmu.edu | Cell: (123) 456-7890

EDUCATION	Carnegie Mellon University Bachelor of Science in Civil Engineering GPA: 3.15/4.00	Pittsburgh, PA May 20XX
	Pittsburgh High School High School Diploma GPA 3.5/4.00	Pittsburgh, PA June 20XX
PROJECTS	Cardboard Structure, Intro to Structural Engineering <ul style="list-style-type: none">Designed and constructed a cardboard bridge, using AutoCAD, meant to support the average adult male.Prepared scale models for analysis of alternatives prior to final test, and presented top 3 options to a class of 50+ students.	Spring 20XX
	Traffic Light Timing <ul style="list-style-type: none">Conducted traffic-flow studies through three intersections on Forbes Avenue through weekly observation and recordings.Collected and analyzed 3 months' worth of data, and designed alternative traffic light cycles with increased efficiency.	Fall 20XX
WORK EXPERIENCE	Carnegie Mellon University Athletics Department Desk Attendant, Fitness Center <ul style="list-style-type: none">Managed daily administrative operations for the CMU Fitness Center to enable an organized environment for guests.Developed a new process to track frequency of equipment cleanings, ensuring that all equipment met pre-established cleanliness standards.	Pittsburgh, PA Spring 20XX – Present
	Happy Valley Camp Camp Counselor <ul style="list-style-type: none">Coordinated the daily activities of 22 children to encourage social learning.Collaborated with other camp counselors to plan weekly events.	Pittsburgh, PA Summers 20XX – 20XX
LEADERSHIP	Secretary, American Society of Civil Engineers (ASCE) <ul style="list-style-type: none">Document monthly meeting notes and communicate relevant updates to 30+ members, ensuring that all members are informed and clear on group priorities.	20XX – Present
SKILLS	Computer: Microsoft Office, AutoCAD, MathCAD, MS Project Spoken Languages: Fluent in Spanish; Conversant in French	
ACTIVITIES	Society of Women Engineers	20XX – Present
	American Society of Civil Engineers	20XX – Present
HONORS	College of Engineering Dean's List (GPA 3.75 and above)	Spring 20XX
	National Honors Society, Pittsburgh High School	June 20XX

Bridget Spector

XXXX Ave, City, ST XZipX | xxxxxx@andrew.cmu.edu | XXX.XXX.XXX

EDUCATION

Carnegie Mellon University, Pittsburgh, PA, May 20XX

Bachelor of Science in Civil Engineering, Additional Major in Engineering & Public Policy

Overall GPA: 3.43, Dean's List Fall 20XX, Spring 20XX

EXPERIENCE

DPR Construction, San Francisco, CA

Summer 20XX

Project Engineer Intern

- Obtained experience in preconstruction, construction, BIM, consulting and closeout
- Teamed up with project clients including SFO, Alexandria Real Estate, Genentech, NASDAQ and DPR Executive Board
- Attended Stanford Center for Integrated Facility Engineering (CIFE) VDC Certificate Program

Carnegie Mellon University, Pittsburgh, PA

October 20XX – Present

Office Assistant, Biomedical Engineering Graduate Program

- Works closely with the Graduate Program Coordinator by compiling student data, calculating over 500 admissions statistics and hosting prospective faculty and students
- Designed and planned commencement ceremony for Biomedical Engineering graduate and undergraduate students for past three years

PROJECTS

San Francisco International Airport (SFO), DPR Construction, Summer 20XX

- Collaborated with the DPR Consulting team to implement BIM and VDC processes into SFO's project management model
- Evaluated 50 existing Revit models and checked rulesets in Solibri Model Checker
- Designed and created Bluebeam tutorial guide and helped train clients
- Wrote bidirectional DYNAMO script that successfully extracted element data from Revit to Excel and back

Alexandria Real Estate, 510 Townsend St. (Stripe HQ), DPR Construction, Summer 20XX

- Coordinated with project engineers, managers and estimators to complete preconstruction request for information (RFI) log and submit RFI attachments
- Created hundreds of submittals in CMiC from project specification book

Building Information Modeling (BIM), Carnegie Mellon University, Fall 20XX

- Worked with Dr. Burcu Akinci to explore Revit and Solibri and to research BIM public policy in Independent Study
- Modeled sections of Carnegie Mellon University and sample houses

COURSEWORK

Reality Computing: The Adaptive Home

BIM Construction and Facility Management

Water Resource Systems Eng.

Guest Experience and Theme Park Design

Project Management for Construction

Environmental Eng.

Writing for the Professions

Decision Analysis and Support Systems (DADSS)

Geotechnical Eng.

SKILLS

Application: AutoCAD, Revit, Navisworks, BIM 360 Glue, Solibri, Bluebeam Revu, MATLAB, MS Project, MS Office, CMiC Project Management, Adobe InDesign, Adobe Photoshop, Google SketchUp

Programming: DYNAMO, Python 3

Languages: English, Mandarin, Cantonese, Conversational Spanish

LEADERSHIP

Zeta Tau Alpha Fraternity, Carnegie Mellon University

Vice President: Programming, 20XX – Present

Director of Alumni Relations, Director of Anchor Games, Spring 20XX

Orientation Leader and Counselor, Carnegie Mellon University, Fall 20XX

DAT A. STRUCTURES

ece@andrew.cmu.edu 412.889.4600 (Cell)

U.S. Citizen

EDUCATION

CARNEGIE MELLON UNIVERSITY Pittsburgh, PA
Bachelor of Science in Electrical and Computer Engineering MAY 20XX
Overall GPA: 3.37/4.00

NASHUA HIGH SCHOOL Nashua, NH
High School Diploma JUNE 20XX
Overall GPA: 3.80/4.00
Rank: 5/196

RELEVANT COURSES

Electrical and Computer Engineering* Mechanical Engineering and Physics
Differential Equations Introduction to Data Structures *
Calculus in Three Dimensions * Spring 20XX

SKILLS

Programming Languages: Python, JavaScript, CoffeeScript, JSON, C, SML, Java, HTML
Operating Systems: Windows 8.1/10, MacOS X, UNIX
Software: Microsoft Office, Matlab, Mathematica
Spoken Languages: Spanish

PROJECTS

Robot, Robotics Institute Spring 20XX

- Constructed smaller circuits using a protoboard to power a beeper, LED, clock, memory chip, and two motors
- Combined circuits to create a mini programmable robot
- Programmed the robot to successfully complete a test course

15-112 Term Project Fall 20XX

- Strategy game implemented in Python based on Sid Meier's Civilization
- Functional opponent AI, resource gathering, civilization building, combat

WORK EXPERIENCE

O'CONNOR IRRIGATION Nashua, NH
Irrigation System Installation Workman Summer 20XX

- Assisted Senior Associate with plumbing, head installation, Ditch Witch, trench digging, wiring, and programming
- Developed schematics using proper measurements and gauges
- Applied and spread appropriate amounts of loam and grass seed post-installation

ACTIVITIES

Varsity Soccer, Carnegie Mellon University August 20XX – present
Intramural Softball, Carnegie Mellon University 20XX
Intramural Doubles Table Tennis, Carnegie Mellon University 20XX
National Honor Society Secretary, Nashua High School 20XX –20XX
Varsity Club President, Nashua High School 20XX
Varsity Soccer Captain, Nashua High School 20XX
Intramural Table Tennis Manager, Nashua High School Spring 20XX

HONORS

Dean's List, College of Engineering: Fall 20XX
Nashua High School Mathematics Award
Massachusetts Institute of Technology Book Award
U.S. Marines Scholarship
Who's Who Among American High School Students: 20XX, 20XX, 20XX

SOFIE WARE

sofieware@andrew.cmu.edu 412.626.4444

U.S. Citizen

EDUCATION

CARNEGIE MELLON UNIVERSITY Pittsburgh, PA
Bachelor of Science in Electrical and Computer Engineering MAY 20XX
Minor: Chinese Studies
Overall GPA: 3.4/4.00

COMPUTER SKILLS

Programming Languages: C/C++, Java, Python, System Verilog, Verilog, MATLAB
Software: Git, MS Office, SolidWorks, AutoCAD, Revit, AGI32, Cadence
Operating Systems: Apple Macintosh OSX, Microsoft Windows OS, Linux Ubuntu
Foreign Languages: Mandarin (Chinese)

WORK EXPERIENCE

CARNEGIE MELLON UNIVERSITY CYLAB Pittsburgh, PA
Summer Research Software Intern Summer 20XX

- Accomplished autonomous flight using GPS Waypoints for A.R. Drone 2.0
- Assisted in human detection algorithms using thermal camera
- Contributed to long-range radio drone-to-drone communications

M.C. DEAN Dulles, VA
Design Engineer Intern Summer 20XX

- Designed lighting circuits in 2 current projects using AutoDesk AutoCAD and Revit
- Performed lighting calculations and analysis using AGI32
- Conducted over 20 pages of takeoffs for cost analysis
- Corrected over 30 pages of lighting diagrams and circuiting

GENERAL DYNAMICS INFORMATION TECHNOLOGY Fairfax, VA
Technical Summer Intern Spring 20XX

- Developed desktop virtualization solutions for 2 government contracts
- Involved in pitching Email as a Service (EaaS) to 3 U.S. government agencies
- Performed a market analysis in the Federal Space for Cloud technology and desktop virtualization solutions

CARNEGIE MELLON UNIVERSITY Pittsburgh, PA
Computing Skills Course Instructor, Computer Education August 20XX – May 20XX

- Instructed required computer skills course for incoming freshmen
- Worked with and evaluated students to promote maximum computing utilization

PROJECTS

Road Sign Recognition, Digital Communication & Signal Processing System Design Spring 20XX

- Designed and implemented a road sign recognition algorithm on a TI C67 DSP
- Presented project at the Carnegie Mellon Undergraduate Research Symposium

Analog Circuit Design and Analysis, Electronic Devices and Analog Circuits Fall 20XX

- Participated in a series of hands-on labs to build and operate analog circuits
- Gained experience in circuit and component modeling, amplifiers, filters and signal detection and processing

LEADERSHIP

OM – Spiritual Organization, President: Apr. 20XX – present, Secretary: Jan. 20XX – Mar. 20XX
Office of the Dean of Student Affairs

- Planning Committee, Take Our Children to Work Day: August 20XX – present
- Volunteer, Niteline Information Resource/ Crisis Control Phone Line: August 20XX – present
- Planning Committee, Mosaic Annual Conference on Women's Issues: 20XX – 20XX

Society of Women Engineers, Annual Winter Semiformal Chair: April 20XX – March 20XX

HONORS

Dean's List, College of Engineering: Fall 20XX
Sony Scholarship, 20XX

MANNY FACTURE

mufacture@andrew.cmu.edu | www.linkedin.com/in/mufacture

Current Address: SMC 123, 5032 Forbes Avenue, Pittsburgh, PA 15289 **Cell:** (412) 511-4422

Permanent Address: 21 School Avenue, New York, NY 10014

EDUCATION

Carnegie Mellon University Pittsburgh, PA
Bachelor of Science in Mechanical Engineering, May 20XX
Double Major in Engineering & Public Policy
Overall GPA: 3.0/4.0

New York High School New York, NY
High School Diploma, June 20XX
GPA 3.82/4.0

PROJECTS

Mechanical Crane Project, Spring 20XX

- Designed a mechanical crane using a truss structure to lift a weight to a pre-determined height, with size, stress and weight constraints
- Collaborated in a team by combining ideas to obtain a practical concept for the task

Mousetrap Car Project, Fall 20XX

- Built a small vehicle to carry a can of soda ten feet as fast as possible with only the power of a Mousetrap
- Reached the finals of the competition by working with the team to improve our design

Computer Aided Wrench Design, Fall 20XX

- Designed an aluminum wrench using Creo Pro/E and analyzed the design for stress concentrations with ANSYS
- Combined metal working skills with a CNC milling machine to produce prototype wrench

WORK EXPERIENCE

Student Life Office, Carnegie Mellon University
Student Receptionist, Summer 20XX-present

- Answer telephone and route calls as appropriate
- Complete projects for staff, such as organizing data on spreadsheets

Happy Summer Camp Springfield, NJ
Camp Counselor, Summer 20XX

- Created and coordinated activities for ten campers 10-12 years old
- Negotiated disputes between campers and helped to set-up for parents weekend

LEADERSHIP

Vice-President, American Society of Mechanical Engineers (ASME), Spring 20XX-present

- Organize monthly speaker series, which has seven corporate and alumni presenters

Treasurer, Yearbook Club, New York High School, 20XX-20XX

- Managed the finances for the organization with a budget of \$5,000

SKILLS

Software: Microsoft Office, MATLAB, Solidworks, Creo Pro/E, Autodesk Inventor
Machines: Mill, Lathes, Drill Press, Band Saw
Language: Fluent in Spanish; Conversant in French

ACTIVITIES

Alpha Phi Omega Service Fraternity, Fall 20XX-present
Intramural Sports: Softball, Volleyball, Fall 20XX-present
American Society of Mechanical Engineers (ASME), Spring 20XX-present
Orchestra, New York High School, 20XX-20XX

HONORS

College of Engineering Dean's List (GPA 3.75 and above), Fall 20XX
National Honor Society, New York High School, 20XX

MANNY FACTURE

Current: SMC 123, 5032 Forbes Avenue, Pittsburgh, PA 15289
Cell: 412.111.2222 **Email:** mfacture@andrew.cmu.edu

Permanent: 3521 Second Avenue, Westford, MA 01881
LinkedIn: www.linkedin.com/in/mfacture

EDUCATION

Carnegie Mellon University Pittsburgh, PA
Bachelor of Science in Mechanical Engineering, May 20XX
Double Major in Biomedical Engineering
Overall GPA: 3.0/4.0

RELEVANT EXPERIENCE

Procter & Gamble Manufacturing Company, Engineering Intern, Lima, OH Summer 20XX

- Conducted line trials to determine plant capability and made recommendations for noise mitigation
- Implemented a daily management system for managing scrap in order to reduce weekly accumulation
- Commended by supervisor for completing projects 3 weeks ahead of schedule

PROJECTS

- Suitcase with Vacuum Pump, Design II**, Fall 20XX
- Developed and built a suitcase with a vacuum pump that removed excess air to increase packing capacity by up to 50%, allowing travelers to bring more personal items per trip
- Temperature Controlled Shipping Unit**, Spring 20XX
- Designed and analyzed with FEA a shipping container that can bring a biospecimen container to 4°C within 10 minutes
 - Devised the system such that it is functional in 60°C ambient temperature
- Swinging Gripper, Design I**, Fall 20XX
- Led a team of five people to create a robotic gripper that used a small motor torque to hold onto a billiards ball through one full swinging motion
 - Constructed a 3D representation of the gripper in SolidWorks and ran stress simulation on the model
- Astronaut's Coat Rack, Design I**, Fall 20XX
- Designed a coat rack with mass and support constraints to sustain a load in space
 - Created a design that could carry three times the required load with an acrylic structure that weighs less than 10 grams.
- Head Mechanic and Buggy Chairperson, Pi Kappa Alpha Fraternity**, 20XX-present
- Customized and built a gravity racer, out of composite materials, for annual University racing competition
 - Decreased race time by more than 5 seconds with design of new steering

RELEVANT COURSES

Manufacturing Sciences	Mechanical Systems Experimentation	Fuel Cell Systems
Cellular Mechanics	Engineering Statistics and Quality Control	Engineering Graphics

LEADERSHIP

Vice-President, Tau Beta Pi (National Engineering Honor Society), Spring 20XX-present (Member since Fall 20XX)

- Plan several outreach and educational events in the Pittsburgh area to bring awareness to the importance of STEM

ADDITIONAL EXPERIENCE

Carnegie Mellon University, Desk Attendant, Pittsburgh, PA Fall 20XX-Spring 20XX

- Checked students' identification to ensure the safety of the residence hall students

SKILLS

Software: Microsoft Office, MATLAB, Solidworks, Creo Pro/E, Autodesk Inventor, ANSYS, ADAMS
Machines: Mill, Lathes, Drill Press, Band Saw
Spoken Languages: Fluent in French; Conversant in Spanish

ACTIVITIES & HONORS

Pi Kappa Alpha Fraternity, 20XX-present
Men's Track and Field Team, Carnegie Mellon, 20XX-present
American Society of Mechanical Engineers (ASME), 20XX-present

MANNY FACTURE

Permanent: 3521 Second Avenue, Westford, MA 01881 | **Current:** SMC 123, 5032 Forbes Avenue, Pittsburgh, PA 15289
Cell: 412.111.2222 | **Email:** mfacture@andrew.cmu.edu | **LinkedIn:** www.linkedin.com/in/mfacture

EDUCATION

Carnegie Mellon University, Pittsburgh, PA
Bachelor of Science in Mechanical Engineering, May 20XX
Double Major in Biomedical Engineering
Overall GPA: 3.0/4.0

University of Madrid, Madrid, Spain
Semester Abroad, Spring 20XX

RELEVANT EXPERIENCE

Procter & Gamble Manufacturing Company Lima, OH
Engineering Intern, Summer 20XX

- Conducted line trials to determine plant capability and made recommendations for noise mitigation
- Implemented a daily management system for managing scrap in order to reduce weekly accumulation
- Commended by supervisor for completing projects 3 weeks ahead of schedule

PROJECTS

Suitcase with Vacuum Pump, Design II, Spring 20XX

- Developed and built a suitcase with a vacuum pump that removed excess air to increase packing capacity by up to 50%, allowing travelers to bring more personal items per trip

Temperature Controlled Shipping Unit, Spring 20XX

- Designed and analyzed with FEA a shipping container that can bring a biospecimen container to 4°C within 10 minutes
- Devised the system such that it is functional in 60°C ambient temperature

Swinging Gripper, Design I, Fall 20XX

- Led a team of 5 people to create a robotic gripper that used a small motor torque to hold onto a billiards ball through one full swinging motion
- Constructed a 3D representation of the gripper in SolidWorks and ran stress simulation on the model

Astronaut's Coat Rack, Design I, Fall 20XX

- Designed a coat rack with mass and support constraints to sustain a load in space
- Succeeded in creating a design that could carry three times the required load with an acrylic structure that weighs less than 10 grams.

Head Mechanic and Buggy Chairperson, Pi Kappa Alpha Fraternity, 20XX – present

- Customized and built a gravity racer, out of composite materials, for annual University racing competition
- Created and manufactured all steering, braking and mounting components
- Decreased race time by more than 5 seconds with design of new steering

RELEVANT COURSES

Manufacturing Sciences	Mechanical Systems Experimentation	Microfluidics
Computer-Aided Design	Engineering Statistics and Quality Control	Engineering Graphics
Computer-Aided Engineering	Cellular Biomechanics	Fuel Cell Systems

LEADERSHIP

Vice-President, Tau Beta Pi (National Engineering Honor Society), Spring 20XX – present

- Plan outreach events in the Pittsburgh area to bring awareness to the importance of STEM
- Motivate the 60 members to attend meetings and organize events

ADDITIONAL EXPERIENCE

Carnegie Mellon University Pittsburgh, PA
Desk Attendant, Fall 20XX – Spring 20XX

- Checked students' identification to ensure the safety of the residence hall students

SKILLS

Software: Microsoft Office, MATLAB, Solidworks, Creo Pro/E, Autodesk Inventor, ANSYS, ADAMS

Machines: Mill, Lathes, Drill Press, Band Saw

Spoken Languages: Fluent in French; Conversant in Spanish

ACTIVITIES & HONORS

Pi Kappa Alpha Fraternity, 20XX – present

Men's Track and Field Team, Carnegie Mellon, 20XX – present

American Society of Mechanical Engineers (ASME), 20XX – present

COMP O. SITE

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U.S. Citizen

EDUCATION

CARNEGIE MELLON UNIVERSITY Pittsburgh, PA
Bachelor of Science in Materials Science and Engineering
Overall GPA: 3.31/4.00

May 20XX

RELEVANT COURSES

Intro to Materials Science and Engineering Transport of Materials
Calculus in 3D Advanced Programming in Java
Physics I, II for Engineers Structures of Materials

SKILLS

Applications: Minitab, Labview, MathCAD, Java, Python, MS Office
Instruments: Furnace, Optical Microscope
Spoken Languages: Conversant in Spanish

WORK EXPERIENCE

CARNEGIE MELLON
Research Assistant, Materials Science and Engineering August 20XX - present

- Evaluate the surface properties of various AL finishes
- Perform ongoing mechanical testing and analysis

Manufacturing Engineering Intern, Telephonics Corporation June 20XX-Aug. 20XX

- Collaborated with a senior manufacturing engineer in projects surrounding Identification of Friend or Foe (IFF) technology UPX -40 and UPX-43 Radar
- Created sketches for parts using AutoDesk AutoCAD software
- Spent time on board cell production line soldering and inspecting PC boards for production

Irrigation System Installation Workman Summer 20XX

- Assisted Senior Associate with plumbing, head installation, Ditch Witch, trench digging, wiring, and programming
- Developed schematics using proper measurements and gauges
- Applied and spread appropriate amounts of loam and grass seed post-installation

PROJECTS

Synthesis of Titanomagnetite, Phase Diagrams and Relations Fall 20XX

- Used and created precursors, such as ulvospinel, to synthesize a titanomagnetite and analyze the properties of two different compositions to simulate the behavior of materials on Mars

ACTIVITIES

Varsity Soccer, Carnegie Mellon University: 20XX - present
Intramural Softball, Carnegie Mellon University: 20XX - present
Intramural Doubles Table Tennis, Carnegie Mellon University: 20XX
National Honor Society, Secretary (20XX), Austin High School: 20XX – 20XX
Varsity Soccer, Captain (20XX), Austin High School: 20XX – 20XX

HONORS

Dean's List, College of Engineering: Spring 20XX
Austin High School Mathematics Award: 20XX
Massachusetts Institute of Technology Book Award: 20XX
U.S. Marines Scholarship: 20XX

Comp O. Site

mse@andrew.cmu.edu (412) 222-1212 (Cell)
U.S. Citizen

EDUCATION

Carnegie Mellon University, Pittsburgh, PA

B.S. in Materials Science and Engineering

May 20XX

Minors in Manufacturing Engineering and Photography & Digital Imaging

GPA 3.42/4.0

WORK EXPERIENCE

Power Superconductor Applications Corp., New Castle, PA

Summer 20XX

Laboratory Specialist Grade IV

- Utilized engineering software such as LabView, MathCAD, and AutoCAD
- Constructed testing apparatus and tested Linear Induction Motors and Transverse Flux Machines
- Led research initiative on the use of Cryogenic Aluminum hyperconductor in company products
- Contributed to published paper: Kuznet, Levy, Wilson. "Development of High-Field Transverse Flux Induction Drive for Ordnance Handling on Navy Ships and Industrial Conveyors" *4th Int. Sym. Linear Drives for Industry Apps.*
- Participated in writing government proposals and travel to Wright Patterson Air Force Base, NIST, NRL, and ONR to meet with partners and clients

Carnegie Mellon University, Undergraduate Research

Research Assistant, The effect of surface texture on formability in Aluminum sheets

Spring 20XX

- Designed templates for a photolithography process to texture Aluminum sheets
- Performing ongoing mechanical testing and analysis

Research Assistant, Grain Boundary Movement in Thin Films of Aluminum

Spring 20XX

- Produced images from TEM negatives in a black and white darkroom
- Traced grain boundaries by hand to track movement and wrote original paper on hand tracing techniques

National High Magnetic Field Laboratory, Tallahassee, FL

Summer 20XX

Research Intern, Topic: Superconducting Material Magnesium Diboride

- Improved production for pure MgB₂ by refining heat treatments
- Operated SQUID magnetometer and ran X-Ray Diffraction tests
- Interpreted results, wrote an original paper, and presented research to scientists, staff, and peers

ACADEMIC PROJECT

Materials Science Capstone Course, Senior Group Project

Fall 20XX

Deformation of Amorphous Metallic Ribbon for use in Magnetic Core Applications

- Performed magnetic, compositional, and structural analysis on cores donated from Spang Magnetics
- Designed a billet and performed hot extrusion of a wound core at WPAFB to reduce the ribbon thickness
- Cast an amorphous rod and amorphous metallic ribbon for comparative analysis

SKILLS

Applications: Adobe Photoshop, Minitab, LabVIEW, MathCAD, Java, MS Office

Instruments: Scanning Electron Microscope (SEM), X-Ray Diffraction (XRD), SQUID Magnetometer, Differential Scanning Calorimetry (DSC), Differential Thermal Analysis (DTA), UV-Vis spectrophotometer, Vickers Hardness Testing, Charpy Testing, Polishing, Melt Spinning, Photography and Black and White Darkroom, Color Photography Darkroom, Soldering

LEADERSHIP AND HONORS

Resident Advisor, CMU Apartments

20XX- 20XX

National Society of Collegiate Scholars

20XX-20XX

Judith Resnik Challenger Scholarship

20XX-20XX

Student Action Committee, MSE

20XX-20XX