

MECHANICAL ENGINEERING STUDENT SAMPLE RESUME

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BS in Mechanical Engineering from Cowell University with a predicted magna cum laude seeking an entry level engineering role in the automotive industry

EDUCATION

COWELL UNIVERSITY

Bachelor of Science in Mechanical Engineering, June 2013

Chicago, IL

- Predicted Magna Cum Laude
- Created a mathematical project using excel on the theory of tyre dynamics for a mathematical modeling competition. From this a great amount of experience with Excel was gained
- Presented with a group of 5 students on Aviation theories and designs attaining 1st place with 84%
- Lean Manufacturing Principles
- 3D solid modeling experience
- Six Sigma, 5 Why, and 8D
- Design of Experiments (DOE)

AFFILIATIONS

- CU Automotive Association of Chicago
- Students Union of Engineers, USA

PROFESSIONAL EXPERIENCE

CARROT CAR PARTS

Sales Assistant

Boston, MA

September 1998 – Present

- Present tire product and automotive service to customers exceeding sales targets by 25%
- Manage over 45 outgoing calls per day for callback management, A/Rs and miscellaneous calls as assigned
- Accurate communications with customer, service manager and 22 technicians to establish time commitments that meet Carrot Car Parts standards and meet or exceed customer requirements
- Perform various administrative and basic accounting functions such as: research and billing support tasks, accounts receivables, transfer and key logs, run miscellaneous reports, supply maintenance, process customer billing

ADDITIONAL SKILLS

- Microsoft Office
- CAD
- Quad lingual Spanish, French, Italian and English