

# ELENORA OKUNEVA

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54081 Krajcik Bypass, Detroit, MI • +1 (555) 465 0979

## WORK EXPERIENCE

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### JUNIOR ELECTRICAL ENGINEER, FPGA

01/2018 - PRESENT

*Detroit, MI*

- Monitor work to assure compliance with applicable engineering and construction codes and practices
- Monitor construction schedules to ensure timely completion of the work
- Direct changes to the work when requested by the Resident Engineer
- Carry out programs for the testing of materials, equipment, or plant systems at the direction of the Resident Engineer
- Aid in evaluation and approval of contractor's invoices
- Act as Resident Engineer, when required, on projects of moderate size and complexity
- Perform economic analyses of engineering alternatives
- Prepare reports and feasibility studies for submission to management
- Serve as project coordinator, project engineer, or project manager on assigned projects

### JUNIOR ELECTRICAL ENGINEER

10/2012 - 09/2017

*Philadelphia, PA*

- Preliminary design and budgetary estimate
- Detailed design and estimates
- Equipment specification, proposal evaluation and requisitioning
- Engineering calculations to assure safety and performance of equipment and systems
- Coordinating equipment delivery and design engineering to meet construction schedules
- Coordinate work with other disciplines and/or offices to ensure project requirements are consistent
- Application of instruments and controls
- Gather or acquire on-site measurements and other data to accomplish the design or enable the evaluation of equipment performance
- Monitor construction work to assure conformance with plans and specifications

## EDUCATION

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### GRAND VALLEY STATE UNIVERSITY

2006 - 2011

*Engineer's Degree in Electrical Engineering*

## PROFESSIONAL SKILLS

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- Excellent problem solving and troubleshooting skills
- Strong AutoCAD and computer skills
- Strong communication and interpersonal skills and the ability to work in a team environment
- Debug, math and analytical skills
- Good communication and social skills and client orientated Hands on
- Experience in the design of building management systems, fire protection systems, PLC programming and Building Security would be desirable
- Experience in an engineering consulting firm is considered an asset