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# NAME SURNAME

ADDRESS | T: | E-mail:

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## CIVIL ENGINEER

Highly motivated and goal-oriented professional with over ten years of experience in Civil Engineering, Operations Management, and Team Leadership. Confident, flexible, and efficient in the fast-paced multitasking environment. With a comprehensive understanding of the skills needed, able to perform high-level workflow performance and ensure outstanding results. Performed inspections for projects ranging from municipal work to large scale land developments. Proven leader with commercial site development experience, including private projects such as quarries, asphalt plants, office buildings, bus terminals and parking lots, etc. Fluent in English and Spanish.

- Utilized AutoCAD, LDT, Civil 3D, and MicroStation and actively cooperated with technicians to create terrific plans and deliver excellent results.
- Scheduled projects using CPM (Microsoft Project) to meet required deadlines and inspected field construction assignments to ensure compliance with plans and specifications.
- Implemented CAD technics to improve quality assurance and teamwork.

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## CORE SKILLS AND COMPETENCIES

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|---------------------------|-----------------------|--------------------------------|
| • Civil Engineering       | • Strategic Planning  | • Technical Operations         |
| • Technical Documentation | • Project Management  | • Collaboration                |
| • Research                | • Quality Assurance   | • Communication                |
| • Problem Solving         | • Collaboration       | • Judgment and Decision Making |
| • Teamwork                | • Analytical Thinking | • Organization                 |
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## TECHNICAL SKILLS

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Autodesk, AutoCAD, LDT, Civil 3D, MicroStation, Suretrak/Primavera, MATLAB, SolidWorks, MS Office Suite

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## PROFESSIONAL EXPERIENCE

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COMPANY NAME, INC. – Detroit, Michigan

**Civil Engineer**

03/2014 – Present

- Upgrade monthly, quarterly, and annual project schedule using Suretrak/Primavera.
- Appraise monthly running bill from Contractors and Consultant, analyzed Change Order and wrote memos for government approval
- Successfully lead a team of five for a complex study of local Water supply project as well as performed feasibility survey and project.

COMPANY NAME – Detroit, Michigan

**Civil Engineer**

08/2009 – 03/2014

- Strategically planned and reviewed the preparation of transportation plans, programs, and studies.
- Provided leadership and guidance for stormwater management and designed erosion and sediment control plans, traffic engineering design, traffic analysis, transportation planning, technical writing, and public involvement.
- Managed, coordinated, and oversaw technical work performed by other project team members and performed field observations of construction projects.
- Interacted with local and state agencies through all phases of designs and built trusting working relationships to ensure smooth collaboration.
- Developed, by thorough research and sound analysis, clear, concise concepts, concept reports, and concept drawings and actively participated in concept team meetings.

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## EDUCATION

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The UNIVERSITY OF MICHIGAN, Ann Arbor, Michigan

**Bachelor of Science in Civil Engineering | 2008**

*Classes: Statics and Dynamics, Thermodynamics and the Environment, Sustainable Engineering Principles, Computational Methods for Engineers and Scientists, Structural Engineering, Geotechnical Engineering  
Environmental Engineering Principles, Statistical Methods for Data Analysis and Uncertainty Modeling*

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**REFERENCES AVAILABLE UPON REQUEST**

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