



Melissa Jackson

Civil Engineer

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Dedicated Civil Engineer with 14+ years of experience. Focused on helping cities design cost-effective, environmentally conscious infrastructure. Consistently finish projects ahead of time and within budget. Adapt readily to new work challenges and conditions. Master's Degree in Civil Engineering.

Professional Experience

City of Davidson
Senior Civil Engineer May 2019 - Present

- Lead 20 project employees (including in-house staff, external contractors, and subcontractors) to complete projects quickly and safely
- Draft designs per all project and legal requirements
- Attend meetings and discuss project details with contractors, city officials, and the general public
- Prepare detailed cost estimates and develop designs for transport systems

RSA Engineering
Civil Engineer July 2009 - April 2019

- Wrote detailed daily QA plans and reports
- Produced accurate technical specifications and data sheets
- As onsite engineer for large projects, oversaw clients and contractors to ensure on-time completion
- Monitored inventory and ordered new materials in line with ~\$1M budget

Education

Master of Science (MS) in Civil Engineering | August 2009
Georgia Institute of Technology, Atlanta, GA

Bachelor of Science (BS) in Engineering | August 2007
Thayer School of Engineering, Dartmouth, Hanover, NH

Certifications

Licensed Professional Engineer -
Civil Engineering
State of North Dakota

Key Skills

- City of Fargo Building Codes
- Complex Problem-Solving
- Computer-Aided Design (AutoCAD, Civil 3D)
- Cross-Functional Coordination
- Data Gathering & Analysis
- Land Development Planning
- Project Management
- Stakeholder Relations Management
- Team Leadership & Motivation
- Technical Documentation