PAULA E. MERR

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EDUCATION

Carnegie Mellon University — Pittsburgh, PA
Bachelor of Science in Chemical Engineering — May 20XX
Secondary Major in Biomedical Engineering GPA: 3.15/4.00

San Francisco High School — San Francisco, CA
High School Diploma — June 20XX
GPA: 3.82/4.00

PROJECTS

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.
- Presented findings to a class size of 50+ students to educate them on the critical components of the process.

Chemical Engineering Filtration System — Fall 20XX
- 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%.

WORK EXPERIENCE

Carnegie Mellon University Career Center — Pittsburgh, PA
Career Peer Mentor — Spring 20XX – Present
- 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 — San Jose, CA
Camp Counselor — Summers 20XX – 20XX
- Coordinated the daily activities of 22 children to encourage social learning.
- Collaborated with other camp counselors to plan weekly events.

LEADERSHIP

Vice President, American Institute of Chemical Engineers — 20XX – Present
- Organize monthly speaker series featuring corporate and alumni panelists.
- Engage 150 members to attend events with marketing and social media campaigns.

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 — 20XX – Present
Intramural Soccer — 20XX – Present

American Institute of Chemical Engineers 20XX – Present

HONORS College of Engineering Dean's List (GPA 3.75 and above) Spring 20XX
Andrew Carnegie Scholarship Fall 20XX – Present
Valedictorian, San Francisco High School June 20XX

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

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

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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 Design

Dulles, VA
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 Technical

DYNAMICS INFORMATION TECHNOLOGY Fairfax, VA
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

Computing

CARNEGIE MELLON UNIVERSITY Pittsburgh, PA
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

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

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

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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

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

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

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

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

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

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

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

EXPERIENCE

Pi Kappa Alpha Fraternity, 20XX – present
Men's Track and Field Team, Carnegie Mellon, 20XX – present

PROJECTS

RELEVANT COURSES

LEADERSHIP

ADDITIONAL EXPERIENCE

SKILLS

ACTIVITIES & HONORS

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 May 20XX
Overall GPA: 3.31/4.00

RELEVANT COURSES

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

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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 MgB_2 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