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| Constance Weaver  44936 Trostdale drive, Temecula, CA · 669-287-6669  Weaverconstance248@gmail.com |
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# Experience

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| March 2021 – june 2021HUman Resources Manager, Stance Staffing llc, San Jose, CA Lead and directed a team of 15 recruiters. Lead new talent acquisition and recruitment processes. Lead the onboarding in all new hires. Provided leadership to payroll and salaries for all employees. Held meetings B2B with different companies to establish rapport. Helped administer company healthcare plans. Collaborated with leadership team for better strategies. Managed employment assessments for 10-15 positions at a time per day. Spet 2020 – march 2021electro-mechanical engineer technician, form factor, san jose, ca (lay off) Maintain system and experimental records through excel spreadsheet. Designed and tested around 20 to 40 printed circuit boards per day. Tested the designs of Engineers. Operated 7 experimental and diagnostic pieces of equipment at a time and performed recovery methods. Provided technical support to engineers and technical staff. Met with Engineers to discuss what is functional. |
| july 2016 – SEPT 2019cIVIL eNGINEER, uNITED stATES aIR fORCEreserve cOMMAND, NC Headed 3 major projects for airfield reconstruction and maintenance to connect concrete and create a new pathway for travel. Performed drafting according to blue print drawings. Held and attended meetings with supervisors, contractors and sub-contractors. Trained new military personnel on heavy equipment and document tracking. SEPT 2013 – July 2016cIVIL eNGINEer apprentice, uNITED stATES aIR fORCE reserve cOMMAND, NC Assisted engineers on government projects involving airfield, roadway and bridge designs. On-site project visits, memos, permit verifications. Handled cost estimate reports, document tracking through .mil system and excel spreadsheet. Confirmed blue print drawings and projected calculations. Drove heavy Equipment. May 2015- october 2016QUality Engineer, BLINE co., Charlotte, NC Developed and implemented systems to help team of 3 engineers track and determined quality and reliability. Constantly tracked for defects and upgrades through visual and testing equipment evaluations for the manufacturing process and actual products. Use Agile system for testing and development as well as other testing tools. Lead company to in the implementation of quality. may 2013-may 2014Quality Engineer intern, half baked creations, Greensboro, NC Assisted and Worked with Engineers to Design and test different fabrics of clothing in a warehouse. Asses the quality of the fabric with different technical designs and textures under testing specifications and needs. Helped engineers implement strategies for testing products.  **Part Time/Side Work Include**: Merchandiser(Best Buy), Administrator(Compass), Warehouse(Tesla) , Customer Service(Walmart), Quality Assurance Technician(Form Factor) |

# Education

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| March 2014engineering certificates, Military School of engineeringft. Leonardwood, MO Top 1% of the class |
| Aug 2010-2103 continuing grad YEAR: 2022Interdisciplinary engineering, NC A&T State Universitygreensboro, NC Completed 44 credits continuing |

# Skills

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| * AUTOCAD Design * Advanced Excel Spreadsheet * Green Belt Six Sigma in progress * Design Engineering * Fluid Mechanics | * Team Leader and project manager * Excellent communication, oral and written * Fast thinker, quick learner, self sufficient * Fashion designing |