

# Alexandra Lee

## **Power System engineer**

Columbus, OH

-Email me on Indeed: <http://www.indeed.com/r/Alexandra-Lee/99df87065bf045cc>

Conducting power system studies including short circuit , arc flash, time current curves, protective and selective coordination in easy power and SKM

Authorized to work in the US for any employer

## Work Experience

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### **Power Systems Engineer**

UIS Corp - Dexter, MI

March 2021 to Present

As a power system engineer I conduct studies in short circuit, arc flash, time current curves , coordination, protective devices, and device evaluation . I have proficient experience in easy power and skm arc flash studies and reports as well as in some arc flash training too.

I have 8+ years of experience and oversee many projects as well as quoting projects and training in arc flash. I have worked in SKM for over 7 years and Easypower 7 years and am extremely proficient in these.

I am also proficient in the 2018 NEC standards and NFPA 70E Standards.

Working on arc flash, short circuiting, TCC drawings, design and testing of circuit breakers and transformers, doing harmonic series, and medium and low voltage technologies. Did studies related to Power Systems. Conducted short circuit studies on electrical equipment and performed selective coordination on devices per power system in order to evaluate and provide recommendations and changes to customers.

Calculated Arc-Flash Protection and created Arc Flash labels and incident energies for power systems and equipment per NEC Standards.

Created written reports on power systems per NEC including the analysis, study results, recommendation changes, significance and reasoning as to why.

Quoted power systems in order to get an idea of what the cost will be, how many hours we have on each project, and what the time allotted would be.

### **Power Systems Engineer**

ABB - Cincinnati, OH

November 2018 to March 2021

As a power system engineer I conduct studies in short circuit, arc flash, time current curves , coordination, protective devices, and device evaluation . I have proficient experience in easy power and skm arc flash studies and reports as well as in some arc flash training too.

I have 7+ years of experience and oversee many projects as well as quoting projects and training in arc flash. I have worked in SKM for over 6 years and Easypower 6 years and am extremely proficient in these.

Working on arc flash, short circuiting, TCC drawings, design and testing of circuit breakers and transformers, doing harmonic series, and medium and low voltage technologies. Did studies related to Power Systems. Conducted short circuit studies on electrical equipment and performed selective coordination on devices per power system in order to evaluate and provide recommendations and changes to customers.

Calculated Arc-Flash Protection and created Arc Flash labels and incident energies for power systems and equipment per NEC Standards.

Created written reports on power systems per NEC including the analysis, study results, recommendation changes, significance and reasoning as to why Eaton does this.

Quoted power systems in order to get an idea of what the cost will be, how many hours we have on each project, and what the time allotted would be.

### **Project Manager**

The Oneida - Columbus, OH

July 2018 to November 2018

As a Project Manager, I oversee 15-20 people with new projects and innovations at The Oneida Group. I help organize, communicate, and export the projects while looking at long term effects cost wise. I manage our companies and our customers expectations while making sure it is within reason of the company and timeline of events. I manage the communication and training of new individuals in the company as well as creating a flow chart and program within the company to help make projects go smoother and become more efficient.

### **Power Systems Engineer**

Eaton Corporation - Columbus, OH

June 2015 to June 2018

Working on arc flash, short circuiting, TCC drawings, design and testing of circuit breakers and transformers, doing harmonic series, and medium and low voltage technologies. Did studies related to Power Systems. Conducted short circuit studies on electrical equipment and performed selective coordination on devices per power system in order to evaluate and provide recommendations and changes to customers.

Calculated Arc-Flash Protection and created Arc Flash labels and incident energies for power systems and equipment per NEC Standards.

Created written reports on power systems per NEC including the analysis, study results, recommendation changes, significance and reasoning as to why Eaton does this.

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### **Tutor and Mentor**

Peer2peer tutors - Fairfa

May 2008 to May 2015

As a tutor and mentor I tutored in subjects of Algebra , chemistry , history , English , literature , calculus , linear algebra , biology and creative writing . I would help students with their studies and changed the way I tutored per the student. If a student was more inclined to respond positively to visuals I would do that or if they were better with word problems I would do that instead. I was able to get many failing grades and grades a D and below up and a above a B for the final year . I also tutored graduates students in college in English and literature and editing and proof reading. I have also tutored high school students and mentored them for college applications and assisted in Peer2Peer tutors with SAT prep and ACT prep

### **Call Center Agent**

Virginia tech call center - Blacksburg, VA

February 2013 to February 2015

at the call center I would be one of the floor callers calling past students, alumni's , current students , parents and family members in regards to donations to the school per the script we went by

### **KTA Engineer**

KTA - Alexandria, VA

November 2014 to January 2015

I designed electrical systems with AUTOCAD and used that to design new systems

### **Operations Manager**

GE - Huntsville, AL

May 2014 to September 2014

I worked in the leadership position managing over the 1st-3rd shift employees and trying to make the assembly and organization of the company more efficient while saving time and money

### **Transformer Engineer**

Dominion Power - Richmond, VA

June 2013 to September 2013

Richmond, VA: Transmissions and Transformers Department (Summer 2013) - Assisted in transformer testing, including math and technology calculations. Assisted with numerous projects, including online systems updates.

- Brinks Hofer Gilson and Lione, Chicago, IL: Litigation Department (Summer 2012) - Provided research and administrative assistance for patent and trademark litigation.

- Part-time Work Experience:

- Virginia Tech Calling Center (2013) - Canvassed for university donations.

### **Transformer Engineer**

Dominion Power - Richmond, VA

May 2012 to September 2012

I worked with transformers on testing them and learning about 3 phase and AC and DC power

## **Education**

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### **B.S. in Electrical Engineering**

Virginia Polytechnic Institute and State University - Blacksburg, VA

May 2015

## **Advanced Diploma**

Lake Braddock Secondary School - Burke, VA

June 2011

## Skills

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- AUTOCADD (2 years)
- AUTODESK (Less than 1 year)
- MATLAB (Less than 1 year)
- SKM (3 years)
- easy power (3 years)
- Excel (5 years)
- Management (7 years)
- Powerpoint (7 years)
- Typing (10+ years)
- Word (10+ years)
- Data Entry (5 years)
- Data Analysis (3 years)
- Strategic Planning (7 years)
- Budgeting (3 years)
- Networking (3 years)
- Management (4 years)
- Linux
- Outlook
- Scheduling
- Calculus
- Systems Engineering
- Algebra
- Creative Writing

## Additional Information

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Skills:

Technical:

- Matlab (developing skill)

SKM

EasyPower

- AutoCADD (developing skill)
- Dyknow (developing skill)
- Autodesk Inventor (developing skill)
- Soldering (developing skill)

- Microsoft Office: Word, Excel, and PowerPoint
- SimaPro (Developing skill)

Nontechnical:

- Leadership & Team Building
- Time Management Optimization
- Effortless ability to memorize tasks and topics
- Able to meet deadlines and manage heavy workload