**FIRST LAST**

New York, NY | P: +44 123456789 | first.last@gmail.com

**EDUCATION**

**UNIVERSITY** Boston, MA

Bachelor of Engineering Expected May 2022

Major in Civil Engineering; Minors in Communications and Computational Methods

Cumulative GPA: 3.88/4.0; Dean’s List 2015-2016

Relevant Coursework: Linear Algebra and Calculus, Structural Designs, Civil Systems, Engineering Biomechanics.

**LONDON SCHOOL OF BUSINESS AND MANAGEMENT** New York, NY

Study Abroad Program in International Business and Project Management. Jul 2018 - Jul 2019

**WORK EXPERIENCE**

**Internship .** New York, NY

Civil Engineer Intern Jun 2021 – Sep 2021

* Demonstrated 3D Skills with the ability to design 100% efficient design site layouts from concept through completion using AutoCAD Civil 3D, MicroStation and ArcGIS.
* Assisted 7 civil engineers on 3 key government projects including roadway designs, improvements, solutions easing traffic congestion and replacement of deteriorating sites.

**GROWTHSI** (8 employee venture-backed recruitment startup) New York, NY

Engineering Technician Intern Jun 2020 – Sep 2020

* Developed Visual Basic Excel tools that reduce design time and errors by 25%, currently being used companywide.
* Surveyed 20+ environmental and agricultural improvement projects throughout the northern city area.
* Prepared 75+ preliminary engineering drawings and documents for further use by project engineers.

**VOLUNTEERING & UNIVERSITY PROJECTS**

**COMMUNITY PROJECT** Feb 2020

* Volunteered in a community project to connect a small town to a hospital and other basic services, helping 145 residents.
* Volunteered in designing and handling project management aspects of a local playground design, for $60,000 budget.

**BUSINESS MANAGEMENT PROJECT** Jan 2020

* Conducted survey and quantitative analysis to understand customer sentiment and purchasing trends; presented recommendations to Senior Consultant at McKinsey & Co.

**ACTIVITIES**

**RESUME WORDED SOCIETY OF EMERGING GREEN BUILDERS (EGB)** Boston, MA

Head of Events Sep 2020 – Present

* Founded the first ever club to organize training and discussing current affairs and projects, with over 150 students.
* Organized and advertised 10+ quarterly networking events with 300+ participants in 3 universities in Boston

**RWU TENNIS SOCIETY** Boston, MA

Planning Committee Member Jan 2020 – Present

* Managed the launch of a new booking system to improve organization of events; system now used across university.

**ADDITIONAL**

**Technical Skills**: AutoCAD Civil 3D, MicroStation, ArcGIS, Minitab, GIS software, MS Access.

**Languages:** Fluent in French, English; Conversational Proficiency in Italian and German.

**Certifications & Training:** Online Course in Project Management (Coursera), Passed Resume Worded examinations.