

Project Manager, UMN Senior Design Project Project Manager, UMN Senior Design Project  
Mechanical Engineer Spring Lake Park, MN Recent Mechanical Engineering graduate seeking an  
entry-level engineering position where I can leverage my experience and apply my education.  
Authorized to work in the US for any employer Work Experience Project Manager, UMN Senior  
Design Project Graco Inc. in collaboration with University of Minnesota Duluth - Duluth, MN January  
2019 to May 2019 Managed team of engineers on design and manufacturing of semi-automated  
machine Created working prototype that achieved a three-month ROI and saved Graco over  
\$8,000/year Assisted in FEA, tolerance stackup analysis, time studies, testing, and component  
selection Part and machine design using DFM approach while ensuring applicable  
codes/standards were met Created and maintained GANTT chart, RACI matrix, change order  
requests, machine documentation/manual, production SOP, BOM, pneumatic/wiring schematics,  
and PLC program Weekly progress reports/presentations with sponsor, client, and team Technical  
Support HCL Technologies - Duluth, MN August 2016 to May 2019 Assisted students and  
instructors with online education products Communicated technical information to non-technical  
customers Determined and documented root cause of issues Extensive use of Salesforce to  
manage high customer volume and escalations IT Help Desk Normandale Community College -  
Bloomington, MN August 2012 to August 2013 Diagnosis and repair of computer related issues  
Communicated with staff, students, and faculty Emphasis in speed and quality of service  
Production Support EI Microcircuits - Mankato, MN October 2010 to August 2012 Located and  
improved upon process inefficiencies Programmed machines using CAM software for prototype and  
full production runs Diagnosed machine issues for repair and performed preventative maintenance  
Supervised production and performed QA duties Edited and created production prints and SOP  
documents using CAD software Communicated and problem solved on various cross-department  
teams Education Bachelor's in Mechanical Engineering University of Minnesota Duluth UMD -  
Duluth, MN May 2019 Associate in Engineering Normandale Community College - Bloomington, MN  
May 2014 Skills CAD, Drafting, Autodesk, Microsoft Office, Salesforce, CREO / PTC, Solidworks,  
ANSYS / Fluent, CAM, Labview, Simulink, Minitab, PLC Ladder Logic, Python, C#, Matlab, Mathcad,

Visual Basic, Lean Manufacturing, Quality Control, FEA, Autocad, Mechanical Design, Engineer, CFD, Engineering Economics, Project Management Certifications/Licenses Certificate in Business Administration May 2019 to Present Solidworks Associate - Mechanical Design May 2014 to Present

Name: Phillip Mitchell

Email: palmerjames@example.com

Phone: 3616074022