

# OLIVIA MARSHALL

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## OBJECTIVE

I am looking to start my professional career in a civil engineering related field starting in March 2015

## EDUCATION

### University of Michigan – Ann Arbor, MI

M.S.E. Civil Engineering, Geotechnical Concentration, GPA 3.72/4.0

Jan 2014-Dec 2014

B.S.E. Civil and Environmental Engineering, Mathematics Minor, GPA 3.77/4.0

Sept 2010-Dec 2013

University Honor List and Dean's Honor List

## EXPERIENCE

### Vías y Construcciones Madrid, Spain

June 2014-Aug 2014

Intern through IAESTE Program

- Assisted in preparing bids for projects in the US, Iran and Norway
- Created schedules, performed quantity takeoffs and corrected English translations

### Walsh Construction Company Chicago, IL

May 2013-Aug 2013

Intern – O'Hare South Airport Traffic Control Tower Project

- Reviewed mechanical, electrical and plumbing systems
- Processed submittals and RFI's
- Participated in subcontractor coordination meetings
- Summarized legal information in project contracts
- Completed OSHA 10 hour

### Structures Lab University of Michigan

May 2012-April 2013

Research Assistant

- Contributed to research on HSS members
- Performed tensile tests on steel sections
- Analyzed material properties of steel sections

### J.S. Vig Construction Company Ann Arbor, MI

May 2012-July 2012

Intern

- Corresponded with Architects, Engineers, Subcontractors and Owners
- Processed submittals, project changes, and close outs
- Attended project meetings and took minutes
- Worked in a LEED certified gold building

### Haworth Furniture Company Holland, MI

May 2011-Aug 2012

CNC Programmer

- Wrote programs to keep in time with production flow
- Designed a plant website using Microsoft Sharepoint
- Created user manuals for plant website
- Contributed to improving plant layout

## ACTIVITIES

### Student Sustainability Initiative – Board Member

Fall 2014

- Promote and fund sustainable projects on campus
- Expand composting program on university engineering campus

### Chi Epsilon – Fundraising Chair

Winter 2012-Present

- National Civil Engineering Honor Society
- Joined Winter 2012, Secretary Fall 2012 and Winter 2013, President Fall 2013, Fundraising Chair Winter 2013 and Fall 2014

### Society of Women Engineers

Winter 2011-Present

- Member since Winter 2011
- Elected CIS Admin for the 2012-2013 school year and CIS Director for 2013-2014
- Maintained correspondence with company recruiters
- Assisted companies through the process of holding a corporate information session

### The Epeians

Fall 2012-Fall 2013

- Engineering Leadership Honor Society
- Joined Fall 2012, Service Chair for Winter 2013 and Co-President for Fall 2013

## SKILLS

**Engineering:** AutoCAD, RISA, operated CNC and MTS machines

**Leadership:** Communication, Organization, Managing workflow