

Megan Lynn Morley

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EDUCATION

Michigan State University, East Lansing MI

3.4 GPA, B.S. Biosystems Engineering

May 2017

Greenfield-Central High School, Greenfield IN

Graduated with Technical and Academic Honors

June 2013

EXPERIENCE

CNA Insurance, Chicago IL

May 2016-August 2016

Service Management Operations and Process Management Intern

- Implemented Service Desk quality analysis and improvement for CNA's Infrastructure Services Transition
- Collaborated with multiple Managed Services Providers to review processes and align targeted business outcomes and needs
- Launched change meetings to decrease the impact of change-related incidents on the operational environment and business to strengthen day-to-day operations

Skandis Fine Wines, Holland MI

May 2015-August 2015

Quality Assurance Intern

- Utilized Adobe Photoshop and Microsoft Excel to create new federal government labels for wines
- Improved technology skills by interacting and coding the company website through WordPress
- Performed research for an Artesian Glacier Spring Water Project to create an efficient purification system

Michigan State University Human Health Affairs, East Lansing MI

November 2014-Present

Health Information Technology, Student Technician

- Responsible for setup and security of all HIT infrastructure in clinical and academic environments
- Day-to-day operational support of all clinical applications and technologies, along with training others for such technologies

United Protection Services Inc., Anderson IN

May 2014-August 2014

Security Officer at FedEx Freight

- Analyzed and reported data through various forms of Microsoft Office about the particular site
- Monitored the perimeter of the FedEx Freight through a proxy system to ensure protection of all entities
- Implemented logistics procedures regarding site safety and distribution

United Way, Indianapolis IN

August 2011-Present

Volunteer for ReadUp in the GCHS Corporation

- Tutored two struggling third-graders every week to help improve their comprehension and reading skills; tutoring upon availability during college breaks
- Presented feedback to United Way to help improve methods of learning for the children

EXTRACURRICULARS

Biosystems Engineering Club

- Fundraising Co-Chair
- Treasurer

September 2013-Present

September 2015-May 2016

May 2016-Present

Women in Engineering

- Connect Mentor for freshman
- Volunteer for K-12 Outreach Program

September 2013-Present

September 2014-Present

September 2015-Present

Society of Women Engineers

September 2013-Present

Phi Sigma Pi National Honor Fraternity

September 2014-May 2016

SKILLS

Computer

- Working knowledge of Microsoft Office (Excel, Word, PowerPoint, Project)
- Experience with Auto CAD, Inventor, MatLab, Adobe Photoshop, WordPress, and TeamDynamix

Awards

- Michigan State University Dean's List recognition-four semesters
- Graduated from the Project Lead the Way Program², coordinated by Purdue University