

# **MELANIE KLIEGEL**

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## **EDUCATION**

### **University of San Diego Shiley-Marcos School of Engineering**

**San Diego, CA**

Dual Degree BA/BS in Mechanical Engineering (Honors)

Expected Completion: May 2018

Math Minor

Overall GPA: 3.84

- Dean's First List
- Full Alcala Scholarship awarded for excellence in academics

**University of Westminster at Marylebone-** Summer Study Abroad

Summer 2016

## **ENGINEERING EXPERIENCE**

### **National Student Leadership Conference**

**Atlanta, GA**

Team Advisor

Summer 2016

- One of nine employees hired to manage the health and safety of two groups of 12-14 high school aged students at a conference which focuses on introducing high school students to and encouraging them in STEM fields
- Facilitated and participated in leadership activities with groups of 90 students to promote growth and creativity
- Designed workshops for 90 students on engineering topics, including soldering and how to manage a budget, while engaging each high school student and empower them to pursue STEM careers

### **University of San Diego**

**San Diego, CA**

Engineering Senator for Associated Students

2015-2016

- Elected by peers to enhance our university by generating solutions to engineering student concerns
- Served on the Academics Committee and assessed, discussed and identified ways to improve the availability of study spaces for students on campus in a variety of ways
- Analyzed the best way to increase study abroad for engineers, and began the implementation process

### **Society of Women Engineers**

**San Diego, CA**

Executive Board-Outreach Coordinator

- Elected by peers to develop and organize outreach events within the community

## **LEADERSHIP EXPERIENCE**

### **Ocean Discovery Institute**

**San Diego, CA**

Assistant Instructor

Spring 2016

- Prepared lesson plans and assisted in teaching Oceanography to 5 classes of 20
- Chaperoned 2 educational trips to La Jolla Shores and Birch Aquarium to guide students through hands-on activities

### **University of San Diego**

**San Diego, CA**

Preceptorial Assistant

2015-Present

- Planned, oversaw, and monitored activities for first year students and guided them through Orientation weekend
- Meet with 24 students individually twice per year to provide advice and counseling regarding study skills, time management, and campus resources
- Designed and executed two social events for these students during the academic year to increase community

### **University of San Diego**

**San Diego, CA**

Undergraduate Admissions Office Tour Guide

2014-Present

- Provide informative tours to prospective students and their parents, while developing and maintaining open and positive relationships with them
- Well-versed in university standards, missions, and information, and communicate this when fielding inquiries

## **PROJECTS**

### **University of San Diego**

Research conducted on Information Literacy

- Designed and supervised student surveys regarding information literacy, study skills, and library resources
- Analyzed results and developed a strategy to improve such skills

## **SKILLS**

- Proficient in MS Office including Word, Excel, and PowerPoint
- Excellent verbal and written communication