

TEREZA L. SCHAIBLE

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OBJECTIVE To contribute to and gain experience from an architectural firm through a summer internship

EDUCATION

University of Notre Dame School of Architecture

Notre Dame, Indiana

- Fourth-year student in pursuit of Bachelor of Architecture Degree
- Majors: Architecture and Spanish (supplementary)
- Rome Studies Program, 2007-2008 Academic Year
- Projected Graduation Date: May 2010 (five-year program)
- Cumulative GPA: 3.69/4.0

Grosse Pointe South High School

Grosse Pointe Farms, Michigan

- Date of Graduation: June 2005, Academic Hall of Fame (top 10% of class)
- Final GPA: 4.19/4.0 (weighted)

WORK EXPERIENCE

- **Pangborn Hall**, Notre Dame, IN. May 2008 - present.
 - Resident Assistant: Leader of section of 35 women.
- **A&E Contracting, Inc.**, Warren, MI. Summer 2007, Summer 2008.
 - Intern: drafting; produced material lists from architectural drawings; bid procurement; assisted with project management of labor time, material and sub-contractors; timesheets; accounts; jobsite review; website design and development; and miscellaneous office work.
- **First Year of Studies**, Notre Dame, IN. August 2006 - May 2007.
 - Learning Resource Center Monitor: Helped organize and coordinate freshman tutoring program, revised tutor handbook.
- **Gleaners Food Bank (Main Distribution Center)** Detroit, MI. Summer 2006.
 - Volunteer Coordinator Assistant: Soup kitchen inspections; coordinated, prepared, and led volunteer groups to pack food for the needy; clerical work.

CAMPUS ACTIVITIES AND VOLUNTEER WORK

- American Institute of Architecture Students, Member. Fall 2006 – present.
- Students for the New Urbanism, Member. Fall 2008 – present. Attended SNU II Congress.
- Center For Social Concerns Summer Service Learning Project, Gleaners Food Bank. Detroit, MI. Summer 2006. Study of inner-city poverty and hunger through service.
- Notre Dame Circle K Service Club, Dorm Representative. Spring 2007 – present.
 - Weekly visits to St. Mary Queen of Peace memory care assisted living convent.
- Habitat for Humanity Notre Dame, Member. Fall 2006 – Spring 2007.
- Iron Sharpens Iron Christian Youth Group, Member. Fall 2005 - Spring 2007.
- Italian Club, Member. Fall 2006 – Spring 2007.
- Pangborn Hall Interhall Sports Participant and Captain. Fall 2005 – Present.

SKILLS

Hand drafting, freehand drawing, watercolor rendering, AutoCAD, Autodesk 3ds Max, SketchUp, Microsoft Office, Mac OS X, proficient in Spanish and conversational Italian

RECOGNITION & AWARDS

- Dean's List, Notre Dame School of Architecture: Fall 2005 - Fall 2006, Fall 2008
- Notre Dame School of Architecture Commended Freshman Student: Spring 2006
- James Andrews Memorial Scholarship for Summer Service: Fall 2007
- National Merit Scholarship Winner: Spring 2005

REFERENCES

- Sister Mary Donnelly, O.P., Rector, Pangborn Hall: mdonnell6@nd.edu, p. (574) 631-9453
- Neil Hoyt, Studio Professor, Notre Dame School of Architecture: nhoyt@nd.edu, p. (574) 631-9060
- Yvonne Terry, Office Manager, A&E Contracting: p. (586) 552-5000