

# FRANCESCA VUONG

3rd Year Chemical Engineering Student

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## Education

### Candidate for Bachelor of Applied Science, Honours Chemical Engineering

Sept. 2017 — Present  
University of Waterloo

## Skills

MS Office  
AutoCAD Plant 3D  
MATLAB  
HTML  
CSS

## Extracurriculars

### Science Camp Director

Engineering Society  
May 2019 — Aug. 2019

### Semi-Formal Director

(Director of the Month)  
Engineering Society  
Sept. 2018 — Dec. 2018

### President

Student Administrative Council  
Sept. 2012 — Jun. 2016

## Other Work Experience

### Online Learning Assistant

University of Waterloo  
May 2020 — Aug. 2020

### Lifeguard/ Swim Instructor

City of Toronto  
Oct. 2015 — May. 2020

## Hobbies

Hiking & Outdoor Activities  
Water Sports  
Travelling  
Bouldering  
Reading  
Puzzles & Challenges

## Self-Development

Learning: SQL & C

Available from  
Sept. 2020 — Dec. 2020

## SUMMARY OF SKILLS

- Fast and independent learning shown through self-taught experience with front-end web development
- Highly skilled with Microsoft Excel (VBA & pivot tables)
- Effective teamwork shown through working in multiple start-ups
- Familiar with plant maintenance concepts
- Exposure to HVAC equipment

## RELEVANT WORK EXPERIENCE

### Plant Maintenance Master Data Analyst

HubHead Corp.

Sept. 2019 — Dec. 2019

- Reviewed technical documents (P&IDs, engineering drawings, and equipment manuals) to analyze, organize and improve maintenance documentation and data
- Demonstrated understanding of plant maintenance concepts (asset hierarchy & classification, maintenance plans & strategies)
- Produced demos for new clients within a strict timeline and led project meetings to present products
- Assisted Shell with their integration process to SAP system by coordinating with subject matter experts and OEMs to determine and acquire appropriate maintenance information

### Engineering Assistant

HTS Engineering

Jan. 2019 — Apr. 2019

- Analyzed mechanical schematics and P&ID drawings to identify hydronics equipment such as pumps, boilers and heat exchangers to make appropriate selections in terms of sizing, flowrate and power
- Assisted with equipment selection using appropriate equipment sizing calculations and identification of appropriate materials
- Handled multiple projects simultaneously and ensured that they were all completed and quoted before the deadlines
- Responded to clients regarding product information ranging from product specifications to installation requirements

### Entrepreneur in Training

Conrad School of Entrepreneurship & Business

May 2018 — Aug. 2018

- Actively took part in 3 early stage start-ups to complete objective-driven projects
- Took ownership of front-end web development projects using HTML & CSS to create and redesign elements.

## PROJECTS

### Founding Member & Social Media Director

The Transition Team

Mar. 2020 — Present

- Developing a virtual service to connect post secondary students with mentors

### Web Designer

Mar. 2020 — Present

- Developing and consistently improving personal website by self-learning HTML, CSS and JavaScript
- Currently improving interactive layer by implementing more JavaScript