

KAITLYN KO

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EDUCATION

Northwestern University - Anticipated Graduation: June 2020 - GPA: 3.85/4.00
Pursuing a bachelor's degree in Manufacturing and Design Engineering

Buffalo Grove High School - (2012 - 2016) GPA: 5.63/5.0 (weighted)

ENGINEERING EXPERIENCE

Design Project: Dual-Function Stand Up Paddleboard (SUP) Paddle (Spring 2017)

Worked in a team to design and create a dual-function SUP paddle that allows users to paddleboard with ease while both sitting and standing. The project was in partnership with our client who saw a flaw in current SUP paddles and is looking to bring this idea of a dual-functioning paddle to the market. Implemented the engineering design process and prepared a finished prototype and powerpoint presentation for the client and professors.

Design Project: Multi-Touch Stylus for Rehabilitation Institute of Chicago (Winter 2016/2017)

Worked in a team to design and create a multi-touch stylus solution for a patient at the Rehabilitation Institute of Chicago with spastic cerebral palsy. Implemented the engineering design process and prepared a final prototype and poster presentation for the client, judges, and professors.

Scanning Electron Microscopy (Fall 2016)

Trained in using the Hitachi S-3400N scanning electron microscope in an introductory materials science course that culminated in a team research project investigating various types of sandpaper.

Engineering Intern - Village of Arlington Heights (Summer 2015)

Worked with civil engineers, helping to maintain public works/utilities system & oversee various road projects.

WORK EXPERIENCE

Administrative Aid - Materials Research Center (Spring 2017 - Present)

Organize data in informative spreadsheets for projects related to outreach, budgeting & finance, special events, and operations as well as aid in a capital equipment inventory project.

Membership Services & Wellness Suite Representative - Henry Crown Sports Pavilion (Fall 2016 - Present)

Aid customers in purchasing or registering for the various programs offered at the Henry Crown Sports Pavilion in both the Membership Office and Wellness Suite as well as assist customers with any general questions and concerns about the gym's facilities and policies.

ACTIVITIES

Cru (2016 - present): engage in a spiritual community that involves weekly community meetings and Cru sponsored events such as conferences and retreats.

Student Government (2013 - present): served as the Secretary of my year's Class Board during senior year of high school, was involved with high school Student Council in planning and running events, and currently a member of Northwestern's Associated Student Government Mental Health Ad-Hoc

Cross Country & Track (2009 - present): participated in high school cross country & track at the varsity level and currently a member of the Northwestern Track Club

- + Qualified for 3A state meet twice in both high school cross country and track
- + Earned MVP award every season of participation in high school cross country and track
- + Team Captain in both cross country and track junior and senior year

SKILLS

- + **Hard Skills:** computing & keyboarding skills (80 WPM), experience with Inventor and SolidWorks (CAD software), high school level Spanish
- + **Soft Skills:** disciplined, hardworking, organized, attention to detail, can work well in both team & individual setting, motivated, reliable, dedicated, trainable, and creative