Matthew C. Gurka

Seeking Summer 2023 Internship

CONTACT
HOME ADDRESS:

1906 Leeward Lane

Newport Beach, CA 92660

PHONE:

949-307-0207

EMAIL:

Mattgurka1@gmail.com

To Whom It May Concern,

This letter is to apply for an engineering internship for next Summer 2023.

This fall, I am entering my junior year studying mechanical engineering at the University of Wisconsin in Madison. The University of Wisconsin is consistently ranked in the Top 20 for undergraduate mechanical engineering programs. I am interested in pursuing a career in the field of mechanical engineering and engineering design.

After my Spring semester freshman year, I was selected to the Deans Honor List. I have completed relevant course work in geometric modeling, statics, dynamics, thermodynamics, and materials science. I also completed an introduction to mechanical engineering that involved a group project focused on fabricating, building, and testing an operational trolley car. I also have software coding experience with Python and Java.

In addition to my academic pursuits, I am an active member of the Sigma Alpha Epsilon fraternity and have previously served on the Rush Committee. Currently I am serving on the Philanthropy Committee.

As the elected Secretary of the Newport Harbor High School Youth and Government program I have leadership experience in a large model government program.

I have previous work experience having worked the last five summers at Hills Boat Services, Inc. in Newport Beach. Hills is a full-service marine fuel dock. In the summer 2021, I was promoted to manager.

I am excited to apply for an engineering internship. To schedule an interview, please call me at my cell phone. If I am unable to take your call, please leave a voicemail, and I will return your call. Alternatively, please feel free to reach me through email.

Thank you for taking the time to review my resume and cover letter. I look forward to speaking with you.

Sincerely,

Matthew Gurka

Education

UNIVERSITY OF WISCONSIN, MADISON (Class of 2024)

- Bachelor of Science, Mechanical Engineering – GPA 3.20
- Top 20 Mechanical Engineering undergraduate program
- Dean's Honor List – Spring 2021
- Proficient in Solidworks, Excel, Python, Java, JavaScript
- Personal Skills: Time management, Communication, Organization, Leadership
- Freshman ME Project: group project focused on fabricating, building, and testing an operational trolley car
- Experience with 3D design and production
- Study Abroad:
  - Accepted to the University of New South Whales for the Spring of 2023
- Sigma Alpha Epsilon fraternity
  - Rush Committee member; Philanthropy Committee member
  - Co-leader of the AV group responsible for coordinating both the hardware and software side of audio and visual equipment

NEWPORT HARBOR HIGH SCHOOL (June 2020)

- Weighted GPA: 4.6
- Academic Excellence awards every semester for GPA – AP Scholar
- Basketball (2 years) – Freshman captain
- Volleyball (4 years) – Varsity scholar athlete – JV captain
- Community service work through Lions Heart Program
- Youth and Government Program (4 years) – Senior year executive board member (Secretary)

Work Experience

Hills Boat Services, Inc. (2017-2022)

- Working at full-service marine fuel dock in Newport Beach: primary job duties entail tying up boats at slip, pumping fuel, providing oil changes and other engine service work, minor boat maintenance and cashier
- Working full-time during summers and part-time during high school
- Summer 2021: promoted to manager; Summer 2022: full-time manager

Personal Interests/Activities

- Sports:
  - Skiing: One of my passions since I was three years old.
  - Wake Surfing: A new hobby I have recently started to enjoy.
  - General Exercise and Health: Including weightlifting.
- Boats: Pleasure Boats
- Cars:
  - Have experience with building and modifying cars.
  - Taken a huge interest in the improvement of transportation specifically with electric vehicles. Especially since my family has switched to electric vehicles.