

Sidney M. Velado

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Seeking a technical summer internship in the field of Mechanical Engineering

EDUCATION

CARNEGIE MELLON UNIVERSITY

FIRST YEAR

BACHELOR OF SCIENCE IN MECHANICAL ENGINEERING

Expected Spring 2019 | Pittsburgh, PA

GPA: N / A

CHESHIRE ACADEMY

HIGH SCHOOL DIPLOMA

Second Honors, Effort Honors

AP Scholar Award

Spring 2015 | Cheshire, CT

GPA: 3.72 / 4.0

COURSEWORK

- Fundamentals of Mechanical Engineering
- Physics I for Engineering Students
- Fundamentals of Programming and Computer Science

SKILLS

- Microsoft Office
- Spanish - Fluent
- French - Elementary
- Strong Leadership
- Teamwork

PROGRAMMING

PROFICIENT:

- Python

ELEMENTARY

- HTML 5
- LaTeX
- CSS 3

EXPERIENCE

ECE TECH ELECTRONICS ASSISTANT | CARNEGIE MELLON

UNIVERSITY ECE DEPARTMENT

Sept 2015 – Present | Pittsburgh, PA

- Assist in providing various parts from Carnegie Mellon ECE Department's stock for students
- Entered faculty and staff mail data to manage and distribute mail

US EMBASSY POLITICAL/ECONOMIC SECTION INTERN

US DEPARTMENT OF STATE

July 2015 – Aug 2015 | San Jose, CR

- Researched Costa Rican government structure and current political parties and political atmosphere to write reports for the orientation of the transitioning ambassador
- Collaborated with the 5 person Political Section to map and profile current Costa Rican political leaders in order to assist the new ambassador's transition into the Costa Rican political sphere
- Translated and drafted documents for the Ambassador to use as personal notes and documents used as regional office materials.

US EMBASSY ENVIRONMENTAL HUB SUMMER INTERN

US DEPARTMENT OF STATE

June 2015 – July 2015 | San Jose, CR

- Managed the Environmental Hub's Facebook page
- Researched multiple NGOs and other environmental organizations with common interests to expand our social network
- Networked with many different NGOs to exchange information about scholarships, grants, and other opportunities

US EMBASSY CONSULAR SECTION SUMMER INTERN

US DEPARTMENT OF STATE

June 2013 – Aug 2013 and June 2014 – Aug 2014 | San Jose, CR

- Facilitated US Citizens interactions with staff and processes to renew passport and use other Consular services
- Coordinated projects with a team of 7 employees to manage cases for American Citizen Services
- Managed up to 8 telephone lines answering general queries as well as re-directing specific cases to specific

LEADERSHIP AND EXTRACURRICULARS

- 2015 Spanish and Latin Student Association CMU
- 2015 Society of Professional Hispanic Engineers
- 2015 Phi Delta Theta Delta Class Social Chair
- 2015 Carnegie Mellon Club Lacrosse