Jonah Stevens

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Objective: Senior Electrical Engineering student seeking summer internship Summer of 2019/full time employment in Winter of 2020

Education:

Mississippi State University Mississippi State, MS
Bachelor of Science in Electrical Engineering
Expected graduation December 2019
MSU GPA: 3.50/4.00
Overall GPA: 3.45/4.00

Work Experience:

Electrical Assistant Project Manager Intern, May 2018 - August 2018
Edwards Electric Service, Nashville, TN

- Assisted project team in revision of electrical drawings for purchase of proper material and proper installation
- Communicated directly with general contractor to work out discrepancies in drawings
- Oversaw organization of all documents pertaining to project

Electrical Project Engineer Intern, May 2017 - August 2017
CEC Companies, Irving, TX

- Reviewed electrical drawings and estimated the cost of material needed to complete jobs
- Verified that engineers were using proper code to size electrical equipment
- Organized files and drawings for easier access in future use

Landscape Employee, May 2016 - July 2016, December 2016
Carrol's Landscape, Jackson, MS

- Maintained clients' lawn and garden
- Obtained job list and went to locations to perform required task
- Contributed to finishing each job with crews of 2-10 fellow workers

Lawn Care Service Employee, May 2015 - March 2016
Horizon Lawn Care, Madison, MS

- Manicured Customers' landscaping/lawn
- Promoted additional lawn care services to obtain new customers
- Managed weekly schedule for up to 30 customers

Leadership:

Grand Master of Ceremonies (Vice President of Development), Kappa Sigma Fraternity 2016 - Present

- Oversaw day to day operation and collaborated with four fellow executive council member to resolve issues
- Supervised the recruitment and pledge process for 65+ new members
- Advised allocation of annual one million dollar budget

Skills:

Proficient in Microsoft Office: Word, PowerPoint
Advanced in Microsoft Excel, Revu Bluebeam
Languages: Python, C++, and C