

# Ivana Jeftic

Ambitious, eager and driven individual with excellent communication skills.  
Third year mechanical engineering student at McMaster University.

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**[Ivana Jeftic](#) | [LinkedIn](#)**

## EDUCATION

### **McMaster University** — *Mechanical Engineering degree (co-op)*

September 2020 - Present

- Driver Controls Team Member for the McMaster Baja Racing Team
  - Working on the designing and manufacturing processes of the steering, throttle and brake systems of the Baja car
- Writing Team Member for the McMaster Energy Association
  - Writing and editing monthly articles related to sustainability for the McMaster “Power Line” newsletter
- Women in Engineering Ambassador
  - Inspiring and educating high school female identifying students to pursue STEM related fields of study
- First year GPA: 9.7

### **Applewood Heights** — *High School Diploma with French Immersion*

September 2016 - July 2020

- Activities and societies: Link Leaders, Ambassador Choir, Cross Country Team, Girl’s Soccer Team

## EMPLOYMENT

### **Minus Forty**— *Mechanical Engineering Intern*

May 2022 - August 2022

- Utilized Solidworks to modify, re-assemble, and troubleshoot various components of compressor, evaporator, condenser, and expansion valve
- Designed new parts and assemblies for project proposals, created configurations, and collaborated with the engineering team for successful implementation
- Generated DXF files for the sheet metal department and assembly BOM using Autocad
- Conducted functional verifications and assessments of delivered parts through IR fusion technology and tachometer tests
- Assisted the engineering team in performing NSF refrigerator performance tests by collecting and analyzing thermocouple data into clear and concise reports.
- Collected and reported data for efficiency tests, including salt spray tests for steel and Ethernet cable continuity tests for long-term door usage.

## SKILLS

Autocad  
Solidworks  
Autodesk  
Python  
C++  
Java  
MS Office (Excel,  
Word and Powerpoint)

## AWARDS

### **Dean’s Honors List**

at McMaster  
University for the fall  
and winter 2020/21  
terms

**Honour Student** for  
all four years at  
Applewood Heights  
SS

## LANGUAGES

English  
French  
Serbian

### **Self employed— *Private Tutor***

February 2018 - Present

- Providing interactive one-on-one tutoring lessons in French and mathematical studies
- Assisting in the development of stronger studying and learning techniques, while enhancing active listening and communication skills
- Assessing the abilities of each student and creating an individualized work plan for each month
- Collaborating with students' parents to track progress

## **PROJECTS**

### **Integrated Cornerstone Design Projects —*McMaster, first year***

- P1: Mechanical design of turbine blades in renewable wind technology using Granta EduPack (Grade: 91.6%)
- P2: Design of a system for sorting and sterilizing surgical tools using Python coding (Grade: 89.0%)
- P3: Design of a mechanical system for sorting and recycling containers using CAD (Grade: 92.7%)
- P4: Device design to facilitate the art space of a working mother with multiple medical conditions using CAD (Grade: 90.1 %)

Please refer to my LinkedIn for further information regarding the projects.

## **VOLUNTEERING and EXTRACURRICULARS**

### **Academy of Serbian Folk Dancing— *Dance Instructor and Member***

September 2007 - Present

- In charge of instructing and choreographing the dances for the academy's 5th ensemble dancers ages 4-8
- Promoted and fostered traditional dances and music of Serbia by training and influencing younger generations
- Assisted with vocal trainings
- Current first ensemble dancer at the academy
- Committing up to 7 hours per week to the team practices
- Hosting numerous Academy concerts at the McMillan Theatre and Hart House, University of Toronto; St. Lawrence Centre for the Arts, Toronto; Metro Toronto Convention Centre; and Rose Theatre, Brampton
- Performing at numerous Canadian and international festivals and events such as the Multicultural Canada Day; the New England Folk Festival, Boston; the International Performance Tour, Serbia and Greece; and the 60th Annual Showcase, San Antonio