

Ted Lee

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EDUCATION

New Jersey Institute of Technology

Newark, NJ

Bachelor of Science in Industrial Engineering, minor in Literature

Expected Graduation: May 2022

- Cumulative GPA: 3.32, Dean's List: All semesters

EXPERIENCE/PROJECTS

Michelle Nails LLC

Verona, NJ

Small Business Manager

July 2015 – Current

- Communicate with property managers, bank representatives, and local state affairs to ensure business is up to date
- Provide and organize business documents to legally practice service type jobs in the local area
- Manage website and social media accounts for Michelle Nails to promote and advertise a small service business

Panasonic Corporation

Newark, NJ

Quality Assurance Intern

June 2019 – Nov 2019

- Collaborated with third party vendors by guiding them through their product/accessory development process
- Conducted mechanical tests such as stress, vibration, and temperature tests to ensure quality standards
- Prepared and delivered technical documents/reports after testing and evaluating third party prototypes

Student Constructed Drone Competition

Newark, NJ

Team Lead

Oct 2018 – May 2019

- Constructed and tested the architectural design of a drone that performed autonomous and semi-autonomous tasks
- Developed and programmed a drone to perform specific tasks where instructions are given through software

CAD Assembly Competition

Newark, NJ

CAD Member

Sep 2018 – Dec 2018

- Utilized CAD software (PTC Creo) to recreate a full assembly of an Electric Rotary Shaver with over 40 unique parts
- Researched historical patents to understand the fundamental principles and functionalities of the device

LEADERSHIP/ACTIVITIES

New Jersey Institute of Technology

Newark, NJ

Collegiate Peer Mentor

Aug 2019 – Present

- Prepare and enhance first year students' experience on campus by coordinating social and academic events
- Provide networking opportunities and aid students in study and time management skills
- Maintain extensive knowledge of university resources and encourage student involvement

NJIT Men's Ice Hockey Team

Newark, NJ

Alternate Captain

Aug 2019 – Present

- Providing leadership as an alternate captain for the 2020-21 season
- Leverage communication between the players and the coaches by arranging formal and informal meetings
- Commit 20 hours per week and balance a full academic course load with competitions, training, and extracurriculars

NJIT Student Senate

Newark, NJ

Major Representative

May 2019 – Present

- Reach out all Industrial Engineering students and ensure that students are satisfied with the curriculum of their major
- Serve as a liaison between the IE department, advisor, professional societies, organizations, and the Student Senate
- Cooperate with students and professors to make necessary changes and improvements to the major

TECHNICAL SKILLS

- **CAD & Design:** Autodesk Inventor, Revit, AutoCAD, PTC Creo, SolidWorks
- **Programming/Software:** Python, HTML&CSS, JavaScript, MATLAB, Minitab, Microsoft Office
- **Language:** Fluent in English and Korean