

Haley Mayer

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March 28, 2019

To whom it may concern,

When I discovered the position of **Associate, Construction, Codes & Standards** on the 30 Forensic Engineering website, I promptly applied. My diverse experience in varying construction environments has proved to make me a resilient and creative team player. I am a persistent problem-solver, constantly curious, determined to discover the truth and enjoy a good challenge.

My professional ambition and passion throughout my undergrad degree has been focused on biomechanics and human movement. Over the course of 4 years I have developed an interest in human mechanics and injury specifically; health, safety and risk assessment through specific courses:

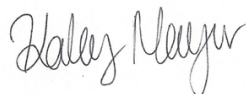
- Engineering biomechanics: kinematic and kinetic analysis techniques; utilizing current techniques in laboratory instrumentation and biomedical applications.
- Occupational biomechanics and ergonomics: identifying musculoskeletal injuries in the workplace; biomechanical, psychophysical, physiological, and integrated approaches to performing physical demands analyses: and conduct ergonomic assessments in industrial environments.

During the last 4 years of my Biomedical Engineering degree I have acquired many research and development skills. I have conducted many life science experiments following the scientific procedure: analyzing material properties of tendons, cartilage and bone; communicating data via scientific report; and discussing the application of the results found in relation to scholarly journal articles. I have also led and collaborated in the development of many design projects, specifically my team and I have developed a sensor integrated brace to aid in the rehabilitation and prevention of Chondromalacia Patella, progressing the concept through the entire design process, developing and testing a design to produce a prototype.

In addition, throughout my work experience at AECON construction company I have honed my communication and leadership skills. My work included: organizing a team of individuals ensuring all work is done in a timely matter; taking initiative with my job by completing tasks prior to the due date; staying curious constantly asking questions and growing within my positions; and expanding my position by surpassing expectations.

I look forward to meeting with you soon to further discuss how I can contribute to the ongoing success of 30 Forensic Engineering. I can be reached at your convenience at (416) 706-9508 or by email at hmayer@uoguelph.ca. Your time and consideration of this is appreciated.

Sincerely,



Haley Mayer

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Skills and Abilities

- Excels at both the roles of Leader and Team Player
 - Very hard working, determined and energetic, always takes initiative
 - Well organized, able to prioritize and multitask many projects
 - Great communicator - polite, patient and good with all types of people
 - Bilingual certificate – fluent communication skills in French
 - Attention to detail – thorough with a result orientated work ethic
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Technical Skills

- Proficient in Microsoft Office (Word, Excel, Outlook, PowerPoint)
 - AutoCAD and SolidWorks
 - Able to write and run code in MATLAB, Python, C++ and Arduino
 - Well informed about occupational/workplace health and safety
 - Valid driver's licence – responsible and safe driver
 - Refined communication skill – group projects and design presentations and reports
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Education

Bachelor of Engineering, Honours BioMedical Major (2015-2019)

University of Guelph, Guelph, Ontario

- Recipient of the John M. Beck Engineering Scholarship
- Relevant Coursework:
 - Occupational Biomechanics and Ergonomics
 - Performed an ergonomic examination of an active construction site.
 - Conducted a risk assessment evaluation of the workplace, taking field measurements, preparing technical drawings and utilizing different risk assessment tools.
 - Prepared a technical report outlining safety concerns, providing re-design solutions to lower the risk of the job and economically justified the need to implement change to prevent future workplace injuries.
- Design Projects:
 - Created a Kinder Egg Toy that when disassembled could fit in a kinder egg.
 - Designed, conceptualized, modeled in SolidWorks and 3D printed a prototype.
 - Pitched the final design in an official presentation to a board of directors improving public speaking and professionalism.
 - Analyzed the experience via final report which enhanced communication and design process skills.
 - Developed a device to increase the accuracy of the Trendelenburg test
 - Consulted with a health and performance center specifically a physiotherapist and registered massage therapist to outline the problem.
 - Applied the engineering problem solving method to develop, test and prototype a device that met the client's requirements and needs.

Work History

AECON Inc., Corporate Safety Department - Summer 2016

Administrative Assistant

- Communicated and interacted with clients and employees stationed across Canada via phone calls, meetings, emails and interactive video calls.
 - Actively provided weekly safety moments resulting in 16 new safety initiatives.
- Worked in the safety department at the company headquarters in a construction environment.
- Translated safety manuals, safety video scripts and forms from English to French.
 - Increasing the company's work scope, expanding into more regions of Canada.
 - Exceeded expectations by delivering completed translations ahead of schedule.
- Updated safety manuals and standards for the current year for construction projects and joint ventures.
 - Independently produced exceptional work with minimal corrections or oversight required.
- Visited multiple jobs sites helping to conduct safety inspections and site examinations.
 - Some sites include the Eglinton Light Rail Track, highway 401, 407 and 410.
- Effectively researched, communicated investigation and analysis findings to colleagues.
 - Collected criteria from workers in the creation of a survey required to select a new brand of hard hat.
 - Distributed survey to the company's head construction workers across Canada.
 - Determined what they value most in a hard hat
 - Applied criteria to research what brands and designs met the criteria
 - Selecting 5 types/brands of hard hats

AECON Construction and Materials Limited (ACML) - Summer 2017 & 2018

Administrative Assistant

- In charge of the concrete for major projects in the GTA (greater Toronto area)
 - Worked in an asphalt plant located in Brampton
- Facilitated bridge rehab and asphalt paving project located on the 410, 401 and 407, simultaneously.
 - Requisitioned payments and material usage against various project budgets in the GTA
 - Overlooked workers and organized finances and time
 - Collaborated and worked alongside project managers estimating material and equipment use

Longo's - 2014/2015

- Worked in the baking department at the grocery store
 - Independently performed closing tasks and trained new employees
- Improved my customer service skills servicing a variety of people with urgency and skill

Academic and Community

Go Eng Girl Volunteer

University of Guelph, Guelph

- Panel participant with other Women in Engineering discussing our experiences in the field and study, educated young girls (grades 7-10) and their parents about the possible opportunities for them in engineering; recounted stories and advice of my own experiences and why I chose to pursue an undergrad in BioMedical Engineering.