nicole el-sayah

252 Victoria Street, Unit #3608, Toronto, ON

Phone: 647 828 2456 | Email: sayahnicole@gmail.com

**OBJECTIVE**

Graduate seeking a position which will challenge me to use my skills, education and past experiences in a way where it is mutually beneficial to my employer and myself in Civil Engineering. Also willing to relocate or travel for work.

**Key Skills and Knowledge Areas:**

* Fluent in English, French and Arabic
* Smart Serve Certified
* Solid command of technology tools and best practices in analyzing processes and system preferences using AutoCAD, Microsoft software
* Basic command of using Synchro
* Strong analytical and problem-solving skills
* Work effectively both individual and team oriented environments

**EDUCATION**

**Bachelor of Civil Engineering – Transportation Engineering, Ryerson University** (Toronto, ON)

September 2014 – Present

2014 Entrance Scholarship for distinguished academic achievement skills learned:

* Proficient with computer-aided drafting (AutoCAD)
* Knowledge of using Synchro
* Knowledge of using HCS computer application
* Surveying theory and practice
* Basic programming in C language
* Geomatics knowledge
* Basic GIS knowledge
* Knowledge of Law and Ethics
* Pursuing licensing as a Professional Engineer in Ontario

**Full French High School, Monseigneur-de-Charbonnel** (Toronto, ON)

September 2008 – June 2014

* Graduated with Honors
* Receive Excellence, Perseverance and ADFO Leadership award

**WORK EXPERIENCE**

**Junior Field Ambassador in Municipal Department** **– RV Anderson Associates Limited,** (Toronto, On)

April 2019 – Present

* Assisted coworkers for design projects on CAD
* Assist Inspectors and Contract Administrators with coordination of temporary water shut-offs, temporary lane closures, site visits, etc.
* Conduct periodic site visits and work closely with residents, businesses, and construction teams to help with the early identification and resolution of issues
* Serve as an accessible public information liaison with the general public, residents, and business owners to register complaints or claims
* Develop professional rapport with construction teams, residents and business owners

**Waitress – The Cheesecake Factory,** (Toronto, ON)

June 2018 – April 2019

* Create a welcoming environment for visiting guest providing a memorable dining experience with amazing staff members
* Being a part of the huge Cheesecake Factory family and offering a variety of our signature cheesecakes and other amazing dishes

**French Supply Teacher – CSViamonde District,** (Toronto, ON)

September 2016 – Present

* Teacher in French elementary schools within the GTA
* Works with kids with special needs
* Teaching students from kindergarten to grade 6
* Being bilingual is mandatory

**Intern – Pliteq Inc, Engineering company** (Toronto, ON)

September 2017 – December 2017

* Draft AutoCAD take-off engineering drawings used for construction projects around the world and the Pliteq website
* Coordinate engineering test reports onto secure website by uploading reports, inputting detailed data, creating and uploading engineering drawings, and update database information
* Transferring phone calls from our consultants to our Business Development Engineers of all regions
* Worked with the Marketing team by organizing, filing, creating formatted AutoCAD Drawings.

**Telemarketer – Access Research Inc,** (Toronto, ON)

August 2013 – May 2016

* Handling different studies through phone calls
* Gathering and inputting data

**STUDENT GROUPS**

**Ryerson Society for Civil Engineering Student Society, Vice President Internal**  
September 2016 – April 2019

* Organizing and executing academic and social events for the Civil Engineering students
* Overseeing the five departmental representatives
* Working in co-operation with Vice President Communications to ensure students are informed of all events and activities

**Ryerson Concrete Toboggan Team – Spirit Co-Captain**   
September 2017 – April 2018

* Aided in the fabrication of steel, composite, and wood members for the technical display
* Responsible for Spirit dance, props, and chants