**Simmi Khullar**

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**QUALIFICATIONS**

* Computer literate in Microsoft Office Suite (particularly, Microsoft Excel), Microsoft Project, SAP, Aspen HYSYS, SQL, Visual Basic, C and C++ Programming, MATLAB, and AutoCAD
* Possess knowledge of Lean Six Sigma, Process Control, Process Modelling and Simulation, Process Flow Diagrams (PFDs), and Pipping and Instrumentation Diagrams (P&IDs)
* Ability to work well independently, as well as a part of a team, and possess great leadership skills, as shown by my volunteer experience with the Women in Engineering organization
* Possess great problem-solving, data analysis, and report writing skills, as demonstrated by conducting numerous laboratory experiments and through my experience as an Engineering Intern at Black & Veatch
* Highly reliable, energetic, adaptable, and detail-oriented, and possess a valid driver’s license

**ENGINEERING WORK EXPERIENCE**

## Engineering Intern

**Black & Veatch**, Markham, Ontario October 2015 – January 2016

* Drafted and edited reports and proposals, related to wastewater treatment, to provide engineering project support
* Coordinated with vendors, to provide support with equipment selection
* Worked on Hydraulic Profiles and assisted with modifying site/ technical drawings (P&IDs), to provide support with project deliverables
* Utilized Microsoft Excel and AutoCAD to prepare Quality Control (QC) comment forms of P&IDs, to ensure the project deliverables met both Black & Veatch standards and client requirements
* Performed linear design checks of the measurements of pipes installed in sewage systems by utilizing Microsoft Excel, for the purposes of validation
* Utilized advanced formulas in Microsoft Excel to update the critical repairs cost details, for project controls purposes

# Relevant projects include:

* City of Toronto's Ashbridges Bay Wastewater Treatment Plant - Waste Activated Sludge Thickening Facility
* Upper York Sewage Solutions - Surface Water Discharge Advanced Treatment

**ADDITIONAL WORK EXPERIENCE**

## Replenishment Coordinator

**The Home Depot Canada**, North York, Ontario November 2018 – May 2019

* Provided support with inventory management at the stores and distribution centers
* Coordinated with vendors and merchant assistants, to prepare purchase orders using SAP
* Analyzed past inventory and store requests data by utilizing pivot tables in Microsoft Excel, to determine trends for process improvement and recommended solutions

## Procurement Analyst (Summer Student)

**Technical Standards & Safety Authority (TSSA)**, Etobicoke, Ontario July 2017 – September 2017

* Assisted in collection of contracts, Request for Quotation (RFQs), and Request for Proposal (RFPs) documents, for electronic availability for the team
* Utilized advanced formulas in Microsoft Excel, to keep a record of the details of the documents

## Test Analyst (Co-op)

**CIBC**, Toronto, Ontario January 2017 - April 2017

* Developed and executed test cases, scenarios, and scripts, to test applications
* Identified test result variances, created variance records, and reported the variances to the test lead, for ensuring quality assurance of applications
* Utilized Microsoft Excel to compile data of project statuses and updated the Quality Assurance (QA) SharePoint team site, for view by the Quality Assurance team

**EDUCATION**

## Bachelor of Engineering (B.Eng.), Chemical Engineering

**Ryerson University**, Toronto, Ontario September 2013 – June 2018

**Project - Olive Oil Plant Design**, Ryerson University, Toronto, Ontario September 2017 – April 2018

* Applied engineering concepts, such as Process Control, and Fluid Mechanics, to design a plant which had the capacity of producing 1,500 tonnes of olive oil per year along with the treatment of its wastewater and presented the design of the plant
* The design of the plant included selection of process, design of equipment, material and energy balances, preparation of PFD and P&ID, market analysis, environmental impact, and safety analysis

**VOLUNTEER EXPERIENCE**

## Team Member

**Women in Engineering (WIE)**, Ryerson University, Toronto, Ontario January 2014 – April 2018

* Participated at events, such as Go ENG Girl, and City of Mississauga Feat of Engineering, to promote the field of Engineering to young girls

**CERTIFICATIONS AND AWARDS**

**Engineer-in-Training (EIT)**, Professional Engineers Ontario December 2018 – Present

* Registered as an EIT with Professional Engineers Ontario

**Aileen Clark Lambie Award**, Ryerson University November 2015 and November 2014

* Awarded for making a notable contribution to women in engineering activities