

WHAT'S AN "OWNER MINDSET" **MEAN TO AN** EMPLOYER?

Muniba Mir

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SUMMARY:

A forward-thinking, with an owner mindset, Junior in Civil Engineering who possess a strong commitment to team dynamics and excels in a challenging, fast paced, high-stressed, deadline-oriented environments. Through diligent and Goal-oriented experiences, looking to continue professional growth through a civil engineering internship in Summer 2022.

EDUCATION

AS I THINK RESUMES SHOULD SPEAK FOR B.S. in Civil Engineering, University of Houston, GPA: 3.7THEMSELVES, BUT IF YOU WANT TO KEEP IT PLEASE SEE COMMENTS I MADE ABOVE

ROFESSIONAL THROUGH DILIGENT AND GOAL-ORIENTED Graduation: May 2023

Dean's List: Fall 2018, Fall 2019, Spring 2020

Awards/Achievements: PROMES Scholar, Academic Excellence Scholarship, TexITE Houston Scholarship

CHANGE THE FORMAT SO THAT ALL THE LABELS AREN'T BOLD. WORK EXPERIENCE TITLE, COMPANY, LOCATION (OR ANY VARIATION YOU WANT)

Civil Structural Hardware Discipline Intern, Rohm and Haas HAO, Houston, TX

May 2021 - Aug 2021

GENERATED= CREATED? COLLABORATE

IS A GOOD **ACTION WORD**

BY ITSELF

GUIDLINES??

Generated, created utilized 3D models layouts, and prepared construction drawings of structural steel and concrete structure

assets for estimation, fabrication, and installation projects within chemical Facilities (Plants). Proactively collaborated in multi-discipline, multi-location project teams to perform data collection design information.

surveys, verify designs, functions, constructability, operability, and maintainability of assets. Analyzed, inspected, and prioritized life extension repair recommendations for existing aging assets.

INLESS THE NAME OF THE POSTION WAS CIVIL STRUCTURAL SEPERATE SUBCATEGORIES

Mentored, coached, and lead cohort of incoming interns to drive inclusion culture.

Civil Structural Engineering Intern, The Dow Chemical Company, Houston, TX

Jan 2021 - April 2021

Engineered and applied health and safety guidelines, global design standards, and applicable engineering codes and loss prevention principles in brown field asset projects for various global manufacturing sites.

MOVE THE SECOND BULLET POINT HIGHER AS **ENGINEERED** Calculated and verified concrete structure allowable stresses using Mathcad

IT IS MORE ENGINEERING RELATED **HEALTH AND** SAFETY

Streamlined technology work processes to generate design efficiencies within Engineering software.

Environmental, Health and Safety Intern, The Dow Chemical Company, Midland, MI

June 2020 - Aug 2020

SHOULD BE AT THE

Aug 2019 - Present

TOP OF THE LIST

Evaluated, reviewed, and updated Loss Prevention Principle standards criteria for Global design practices:

Supported Michigan Operations Environment, Health & Safety Delivery Leveraged Department remotely IF THIS IS CURRENT IT

Developed Michigan Operations Secondary containment standard and evaluation calculations.

Implemented and lead critical standardizations across Michigan Operations.

Undergraduate Teaching Assistant (ENGI 1100 & ENGI 1331), University of Houston

Assisted faculty and lecturer to facilitate learning opportunities and individualized instruction

Lead Teaching Assistant sessions and mentored students (30+) in technical curricular guidance.

Supervise and advise MATLAB projects and Mastery Assignments.

OVERALL TRY TO BE ALITTLE MORE SPECIFIC ABOUT THE JOBS YOU DID. HOW LARGE WAS THE PROJECT/BUILDING? HOW MANY INTERNS DID YOU MENTOR?

LEADERSHIPS & ACTIVITIES

TexASCE Region 6 Student Symposium, University of Houston

Steering Team Member and T-Shirt Coordinator

Aug 2021 – Present

- Strategize, collaborate, and ideation of specific competitions, career fair, and technical workshop for students and engineering professional members (500+ total).
- Cost control and scheduling for t-shirt supply and demand.

Engineers Without Borders, University of Houston

Project Lead and Planning/Monitoring/Evaluating/Learning Lead, Water Distribution Project (Nicaragua)

- Lead, strategize, and motivate project team on the design/execution/implementation of gravity-fed distribution system for ~900 inhabitants of developing village.
- Analyze and perform construction feasibility assessment of existing conditions for proper implementation and growth.
- Stake out and garner funding commitments for materials and cost controls for remote assessment by EWB in country office.
- Collaborate and network with professional engineers and project stakeholders on design concepts and strategies.
- Improved existing framework for evaluating and managing deliverables for project objectives.

Houston Food Bank, Apple Corps Leader

June 2017- Present

Trained, supervised, and coached volunteers (200+) in various community projects.

Coordinated, marketed, and lead food/school supply drive which directly impacted over 2000+ families

SKILLS

Multilingual: English, Bengali, Hindi (Basic) ALPHEBETIZE THE COMPUTER PROGRAMS
Computer Skills: STAAD, HydroCAD, MATLAB, AutoCAD, MicroStation, MathCad, Microsoft Office Suite, Certifications: Leadership (Student Hero)

SECTION? (AWARDS?)

I'M NOT SURE WHAT THIS **CERTIFICATION IS?**

CONSIDER REMOVING IT OF PLACING IT IN ANOTHER

YOU CAN SEPERATE THE SKILLS INTO: PROGRAMS, LANGUAGES, **CERTIFICATIONS** THE REASONING BEHIND SEPERATING THEM IS TO MAKE PROGRAMS EASIER TO FIND FOR A HIRING PERSONAL

WHY IS THIS ALL THE WAY AT THE BOTTOM? THIS SHOULD BE RIGHT AFTER EDUCTION! THIS IS YOUR MAIN SELLING POINT AN EMPLOYER WILL LOOK AT!

General Business?