

Jake F. Howlett

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EDUCATION

Merrimack College, 315 Turnpike St, North Andover, MA 01845

Expected: May 2023

Bachelor of Science in Civil Engineering

GPA: 3.869

Minor: Mathematics

Honors & Awards: Honors Program, President's List Recipient, Dean's List Recipient, Presidential Scholarship Recipient

Relevant Courses: Introduction to Engineering, Site Engineering, Calculus I-III, Differential Equations, Chemistry I, Physics I, Mechanics I, Mechanics of Materials, Fluid Mechanics, Introduction to Geology

SKILLS

Software: AutoCAD (basic), Microsoft Word (proficient), PowerPoint (proficient), Excel (proficient)

Equipment: Topcon Total Station 200 series (GTS-213 & 203), Topcon Total Station GTS-3B, Topcon Auto Level AT-F2, Lietz Auto Level B-1, Optical Tribrachs, Plain Tribrachs, Mounted Prisms, Tripods

PROJECTS

Introduction to Engineering, Windmill Project

Fall 2019

- Worked with an interdisciplinary group of engineering students to design and build a functioning windmill and competed against other groups in categories judged such as most aesthetic design, most light-weight, and most power generating.
- Personally in charge of designing the windmill in CAD and of 3D printing necessary parts.

Site Engineering, Building Design Project

- Worked with a small group consisting of two other students to design and propose plans for the construction of a new academic building on campus.
- Selected possible sites on campus, measured sites with total station & auto level, researched local building codes and efficient design practices, drafted floor plans in AutoCAD, and drafted a 3D rendering of the building in Revit.

ON-CAMPUS LEADERSHIP

Writing Consultant, Merrimack College Writing Center

August 2020 – Present

- Conduct writing consultations with a variety of clients, (including ESL, graduate, and disabled populations) in a variety of contexts (individual, group, and online).
- Maintain a work environment conducive to learning and confidence building.
- As requested, present content, develop consulting materials, mentor new consultants, and engage in extra activities that build the Center's services and rapport with the college community.
- Completed research project on whether or not professors should require their students to visit the Writing Center. Compiled and organized data and presented to professional staff in the office.

Mathematics Tutor, Merrimack College Tutoring & Math Center

August 2020 – Present

- Tutor Merrimack College student visitors in their mathematics and math-related courses in such a way as to maintain the College Academic Integrity Code.
- Assist the Assistant Director, Director, or other professional staff with clerical tasks related to data collection, publicity, preparation of time sheets, etc.
- As requested, provide input to the Assistant Director or Director relative to the performance of Peer and Professional Tutors with whom he/she works.

Treasurer, Student Chapter, American Society of Civil Engineers

Spring 2020 – Present

- Worked with ASCE President and Vice President to develop budget for 2020-21 academic year.
- Planned various virtual events and contests for Merrimack's ASCE Chapter members and alumni.

Peer Mentor, Merrimack College Honors Program

Fall 2019 – Present

- Conduct monthly meetings with five mentee honors students, serve as point person to answer any questions, help students transition to campus life, and facilitate group meetings to encourage socialization.
- Participate in monthly professional development related to leadership on campus.

WORK EXPERIENCE

Senior Deckhand, Capt. John Boats, Plymouth, MA

April 2018 – Present

Head of Pool and Grounds, Edgewood Pool & Tennis Club, Raynham, MA

May 2019 – September 2019

Front Desk Staff/Lifeguard, Edgewood Pool & Tennis Club, Raynham, MA

May 2015 – September 2018