

taylor this to the employer you want to apply for. If submitting your resume along with transcripts, leave this out. If you have a degree, employers assume you know enough to be employed.

First Impressions: Looks good. Organization and layout are professional, clean and concise. Try not to duplicate information. Now that you have a degree, it's ok to list your work experience in order of importance rather than just by year. Good luck job hunting!

Lauren Posey, E.I.T.

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EDUCATION

M.S. Structural Engineering, Mechanics and Materials, University of California, Berkeley Expected May 2021

Relevant Coursework: Structural Analysis Theory and Applications, Dynamics of Structures, Reinforced Concrete Structures, Design of Steel Structures

B.S. Civil and Environmental Engineering, University of California, Los Angeles June 2020

GPA: 3.86 Major GPA: 3.96

Awards: Magna Cum Laude, 2019-2020 Outstanding Bachelor of Science Student in Civil and Environmental Engineering Award

Relevant Coursework: Design of Prestressed Concrete Structures, Earthquake Engineering, Structural Systems Design, Structural Analysis, Design of Reinforced Concrete Structures, Foundations and Earth Structures, Construction Management

SKILLS/CERTIFICATIONS

~~Engineer in Training, E.I.T.~~

Proficient in Microsoft Office; Familiarity with RISA, Revit, AutoCAD, Bluebeam, Microstation, MATLAB, GIS, and LIMS.

WORK EXPERIENCE

Degenkolb Engineers

Structural Engineering Intern

- Developed plan drawings and structural calculations for the repair of a fire-damaged wood-framed residence, including drafting structural details and layouts on AutoCAD and analyzing roof trusses in RISA 2D. ← cool!
- Reviewed shop drawings for the construction of a new two-story steel braced frame classroom building at Del Campo High School in Fair Oaks, CA.
- Developed Excel spreadsheets to streamline typical calculations such as wind design and anchorage design per AISC, ASC, ASCE, and NDS building codes. ← These are all great, sounds like a good intern experience

**UCLA Samueli School of Engineering
Engineering Ambassador**

- Engaged with prospective students and their families and conducted campus tours of UCLA's Engineering facilities.

Los Angeles Department of Water and Power

Water Quality Student Engineer

- Assisted with the \$100 Million San Fernando Basin Remediation Program. Primary responsibilities included developing a database of monitoring and production well data, summarizing my findings, and presenting them to Senior Management.
- Coordinated with regulatory agencies and collaborated with the project team consisting of consultants and DWP staff.
- Involved with the development of DWP's new water distribution flushing and disinfection program. Evaluated the application of a new flushing and treatment option (NO-DES System) on groundwater wells.

CalTrans

Structural Design Student Intern

- Calculated concrete, rebar, excavation, and backfill quantities for transportation-related structures in the CalTrans structure design branch.
- Assisted with the \$560 Million Stockton Channel Viaduct Improvement Project. Analyzed the Stockton Channel viaduct by quantifying repairs and determining a failure pattern.
- Used Microstation to design and review transportation-related blueprints.

LEADERSHIP

Kappa Kappa Gamma Sorority

Sisterhood Chair, Philanthropy Committee, Judicial Committee, Risk Committee

- Organized events for 200 members to foster sisterhood and teamwork.
- Assisted with coordinating philanthropy events with a local elementary school to encourage youth education and raise money for our charity, Reading is Fundamental.
- Oversaw and monitored local and national Kappa Kappa Gamma rules and policies.
- Ensured safety and wellness of chapter by providing resources, support, and assistance to members.

AFFILIATIONS

Chi Epsilon National Civil Engineering Honors Society, UCLA, **Treasurer (April 2018 - April 2019)**

- Handled chapter finances, facilitated tutoring sessions for undergraduates, and attended the Pacific District Conference.

American Society of Civil Engineers (ASCE), UCLA, **Construction Management Project (October 2018 - February 2019)**

- Competed in the Design Build Construction Management Project as a Designer using Revit and Bluebeam.

Society of Women Engineers (SWE), UCLA, **Mentorship Committee (February 2018 - June 2018)**

- Promoted women in STEM and organized a Mentorship Program to connect students and industry professionals.