

# First and Last Name

Chicago, IL • (312) 888-1234 • [name@uic.edu](mailto:name@uic.edu) • [LinkedIn URL](#)

## EDUCATION

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University of Illinois at Chicago (UIC)

Expected: May 2023

*Bachelor of Science in Mechanical Engineering*

GPA: 3.3/4.0

## SKILLS

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Computer: AutoCAD, ANSYS, Solidworks, Microsoft Office Suite, MATLAB, C/C++

Technical: Soldering, table saw, band saw, drill press, 3D printing, CNC machine

## RELEVANT EXPERIENCE

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**Wight & Company**, Darien, IL

May – Aug 2021

*Building Mechanical Engineering Intern*

- Collaborated with Junior and Senior Engineers to develop solutions to challenges in the design process
- Expanded upon existing technical and computer skills to aide with day-to-day activities
- Generated daily reports and meeting minutes for various company projects

**TRC Companies**, Chicago, IL

May – Aug 2020

*Mechanical Engineering Intern*

- Supported various project tasks including regulatory requirements and reviews, cost analysis, and research
- Performed data entry, management, evaluation, and presentation
- Prepared reports, plans, and specifications for clients

## PROJECT

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**Development of Color Sorting Machine**, UIC, Chicago, IL

Aug – Dec 2019

- Collaborated in a team of four students to design and create an Arduino-based machine capable of sorting objects by color
- Utilized AutoCAD to design 3D models of all individual components
- Performed cost analysis techniques to determine budget, functionality, and safety of the product
- Conducted a final experiment and presented the results to peers and faculty members in a PowerPoint presentation

## AFFILIATIONS

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**American Society of Mechanical Engineers (ASME)**, UIC, Chicago, IL

Aug 2020 – Present

*Secretary*

- Lead weekly chapter meetings of 30 people and keep track of meeting agenda while creating objectives for the following week based on discussions held
- Record attendance and participation of members through an Excel sheet
- Compile all notes into an accessible folder for members to view

**Society of Women Engineers (SWE)**, UIC, Chicago, IL

Aug 2020 – Present

*Member*

- Attend weekly meetings to discuss upcoming events and brainstorm event ideas to get more student involvement
- Assist with organizing outreach events throughout the semester

## ADDITIONAL EXPERIENCE

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**Engineering Career Center**, UIC, Chicago, IL

Sep 2021 – Present

*Student Assistant*

- Manage front desk, book advising appointments, post events on social media, and create digital fliers