Name

ima@lehigh.edu

School Address
111 Montclair Avenue
Bethlehem, PA 18011
610.555.2222

Permanent Address
82 Stones Throw
Baltimore, MD 20005
410.555.3333

OBJECTIVE

Project Engineering position in the telecommunications field.

EDUCATION

Lehigh University — Bethlehem, PA
B.S. Electrical Engineering — Expected May 2014
GP A Overall: 2.8
Related Courses: Fundamentals of Semiconductor Devices, Signals and Systems, Principles of Economics, Computer Architecture

RELATED EXPERIENCE

International Electrical Devices — Fairfax, VA
Associate Engineer — May-August 2005
Assisted in the design and manufacture of integrated circuits used in satellite communication systems. Performed quality control tests for circuit stability. Prepared reports of test results using MS Access. Presented results to the engineering group of 25.

Circuitry Design Project — Lehigh University
Digital Control Systems — September-December 2004
Worked with a team of five students to analyze a circuitry system. Researched various types of systems to recommend best possible solution. Modeled a working system solution via computer. Drew circuitry plans and presented findings in a report to the class.

SKILLS

Computer: HTML, C++, MS Visual Studio, MS Office
Language: Spanish – fluent; French – conversational

LEADERSHIP

Panhellenic Council Representative — September2006-May 2007
Attended Panhellenic Meetings as the representative of Kappa Alpha Theta Sorority. Reported on meetings to sorority members. Served as sorority liaison to the Panhellenic Executive Board.

ADDITIONAL EXPERIENCE

J & S Electrical Supply Company — Baltimore, MD
Service Assistant — Summer 2004
Provided support service to sales staff engaged in the sale of electrical components to large electronics firms. Maintained accurate records, filed orders, monitored inventory, and provided warehouse support.

Bureau of Recreation — Baltimore, MD
Pro Shop Attendant — Summer 2003
Generated approximately $2,000 in sales per week utilizing customer service skills. Recorded daily sporting goods sales. Scheduled playing times for eight courts.

ACTIVITIES

Institute of Electronics and Electrical Engineers, Kappa Alpha Theta, Alpha Phi Omega Service Fraternity, Global Union