

## PETER LIN

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### SUMMARY OF QUALIFICATIONS

Experienced and results-driven engineer with proven problem solving ability in diverse industries. Demonstrated success in leading cross-functional projects by collaboratively working in teams. Expert in identification and resolution of issues. Adept at effectively communicating and presenting complex ideas in simple terms.

### EXPERIENCE

#### XYZ Tire & Rubber Co., Columbus, OH

*Senior Engineer*, Jan. 20xx – Present

- Develop and innovate high-strength lightweight materials to improve tire performance.
- Lead product development projects from concept, testing, and design review to industrialization.
- Conduct physical testing of tire reinforcement materials.
- Analyze potential risks and failures to create and follow corrective/preventive actions.
- Research and perform competitor and industry trend analysis.

#### **Accomplishments:**

- Introduced new belt material for MRT tires resulting in \$6.4M annual material savings.
- Reprogrammed control systems to improve accuracy in carbon black delivery system by 19%.
- Led project on redesign of steel belt extruder die leading to \$700K/year productivity savings.

#### BC & DC, South Brunswick, NJ

*Mechanical Engineer*, June 20xx – Dec. 20xx

- Designed HVAC, plumbing and fire protection systems for aseptic, process and general use facilities in pharmaceutical and biotech buildings.
- Performed code reviews of company, state, international, and insurer codes to determine design criteria and identify design restrictions.
- Created cost estimates, review packages, and basis of design packages for client approval and use in facility construction.
- Visited existing facilities to document layout, equipment, and designs, and incorporated the necessary information into future design.
- Oversaw on-site contractor work during construction to ensure adherence to contract drawings.

#### Engineering Research Center, Rutgers University

*Research Assistant*, Sept. 20xx – May 20xx

- Improved the touch feedback of a rehabilitation system by adding wrist-tapping mechanisms to localize guidance.
- Published a technical paper titled "Assisted Golf Putting Through a Planar Four-Cable System."

### TECHNICAL SKILLS

C Programming  
Labview  
Linux/Unix

Matlab  
Pro/ENGINEER Wildfire  
Maple

SAP GUI  
Solidworks

### EDUCATION

M.S. in Mechanical Engineering, May 20xx  
Rutgers University, New Brunswick, NJ

B.S. in Mechanical Engineering, May 20xx  
China Institute of Technology, Beijing, China

# ADRIANA L. CASTILLO

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## EDUCATION

**Rutgers University, School of Engineering**, New Brunswick, NJ  
B.S. in Civil Engineering, May 20xx, **GPA: 3.57**

## HONORS

Dean's List, all semesters  
Women in Engineering Scholarship, 20xx – Present

## RELEVANT COURSES

Mechanics of Solids	Transportation Engineering	Fluid Mechanics
Construction Engineering	Wastewater Engineering	Soil Mechanics
Elements of Structures	Reinforced Concrete	

## TECHNICAL SKILLS

SAP 2000	ETABS
Revit	MATLAB
AutoCAD	

## RELATED EXPERIENCE

### **Scott Group, Fairfield, NJ**

*Field Engineer Intern*, Summer 20xx

- Assisted with the evaluation of field conditions and acceptance testing.
- Supported quality assurance and quality control engineering materials testing.
- Confirmed project layouts and other duties were in conformance with plans and specifications by applying survey knowledge.
- Oversaw project drawings, adding changes when needed.
- Provided document control assistance for correspondence, submittals, design releases
- Performed quantity tracking and productivity analysis for maximization of operation efficiency.
- Collaborated with those involved in the scheduling process to prepare and update project schedules.
- Responded to field for design clarification, managing sub-contractors field operations, initiating engineering design clarification, and verifying contract payments.
- Utilized computer-aided design tools to assist the project engineer for the design of temporary structures.

## EXTRACURRICULAR ACTIVITIES

**Habitat for Humanity**, Member

**Minority Engineering Education Task (MEET)**, Member

**American Society of Civil Engineering (ASCE)**, Member & Student Ambassador

- Rutgers ASCE Civil and Environmental Engineering Career Expo, 20xx
- Steel Bridge Team Member, 20xx – 20xx

# ANITA NORTON

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## PROFILE

Computer Science major with one year of internship experience in system design, software development and technical architecture seeking a systems analyst position.

- Strong project management, leadership skills, and ability to work effectively in a team.
- Over 3 years technical support experience in a high volume university computer laboratory environment.
- Extensive exposure to network troubleshooting procedures and standards.

## EDUCATION

**Rutgers University, School of Engineering**, New Brunswick, NJ  
B.S. in Computer Science, May 20xx, **GPA: 3.57**

## HONORS

Dean's List, all semesters

## RELEVANT COURSES

Computer Architecture	Internet Technology	Data Structures
Database Systems	Operating Systems Design	Computer Security
Software Methodology	Systems Programming	

## TECHNICAL SKILLS

*Applications:* MS Visio, MS Access, Adobe Photoshop  
*Programming:* SQL, HTML, XML, C++, Java, Maple  
*Operating Systems:* Windows XP, UNIX, Linux, Mac

## RELATED EXPERIENCE

**Rutgers University Computing Services**, New Brunswick, NJ  
*Computer Support Assistant*, August 20xx – Present

- Assist faculty, staff and student users in a fast-paced, multi-platform computer lab environment.
- Train co-workers in network troubleshooting and remote diagnostic procedures.

**Ethicon**, Somerville, NJ

*Project Management Intern*, January 20xx – August 20xx

- Worked with a team of 6 on network projects involving IP network migration.
- Contributed to the design of network architecture and software development projects to aid in a system conversion.
- Completed project within deadline and under budget.

## WORK EXPERIENCE

**B & B Department Store, Old Bridge, NJ**

*Sales Associate*, May 2012 – August 2012

- Assisted customers with purchases and managed cash register operations accurately.
- Maintained an awareness of all promotions and advertisements.

## LEADERSHIP EXPERIENCE

**Rutgers University Residence Life**

*Resident Assistant*, Sept. 20xx – Present

- Motivate and inspire a strong inclusive living community
- Encourage and support students in their academic, social and personal growth.

## ACTIVITIES

**Undergraduate Student Association for Computer Science**, *Treasurer*, 20xx – Present  
**Women in Computer Science**, *Historian*, 20xx – Present

## MANISH PATEL

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**OBJECTIVE** To obtain a summer internship in video game production utilizing my technical skills and ability to work in a team.

**EDUCATION** **Rutgers University, School of Communication and Information**, New Brunswick, NJ  
B.A. in Information Technology and Informatics, May 20xx, **GPA: 3.23**  
*Specialization: Game Production and Innovation*

**Ewha University**, Seoul, South Korea  
Study Abroad, Intensive Study of Korean Language, Summer 20xx

**Middlesex County College**, Edison, NJ  
A.A.S. in Computer and Information Systems, May 20xx, **GPA: 3.78**

<b>RELEVANT COURSES</b>	Introduction to Media Systems	Game Design Methodology
	Social Informatics	Social Impacts of Video Games
	Human-Computer Interaction	Digital Game Creation
	Web Design	Game Production

**TECHNICAL SKILLS** *Programming: Java, HTML, Python, CSS, C#*

**RELATED EXPERIENCE** **Rutgers University Computing Services, New Brunswick, NJ**

*Technical Support Specialist, August 20xx – Present*

- Provide user support and technical issue resolution via e-mail and telephone.
- Identified customer needs and worked with Management and Developers to improve the site.
- Provided training to faculty to create Rutgers online course sites.
- Worked with colleagues to troubleshoot bugs and issues within the Sakai system.

**Rutgers University Dance Marathon, New Brunswick, NJ**

*Webmaster, May 20xx – April 20xx*

- Developed the website for the organization.
- Optimized code and algorithms and streamlined the layout of the website using best practices for design and website development.

**Best Buy, Manalapan, NJ**

*Video Game Specialist, November 20xx - January 20xx*

- Consulted with customers to assess needs in selecting appropriate gaming equipment, hardware, software, and games as well as setup.
- Processed payments by totaling purchases, such as checks, cash, and credit cards.
- Exceeded monthly sales objectives during the fourth quarter.

**ACTIVITIES** Women in Information Technology and Informatics  
Off-Campus Student Association  
Creation of Games Society

**HONORS** NJ Student Tuition Assistance Reward Scholarship (NJ STARS)

# RICHARD GILLESPIE

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## OBJECTIVE

A position as an actuary utilizing my strong quantitative skills.

## EDUCATION

**Rutgers University**, New Brunswick, NJ  
B.A. in Mathematics, May 20xx  
Minor: Economics

## CAS/SOA EXAMS

Exam 1/P – Passed, November 20xx  
Exam 2/FM – Passed, December 20xx

## RELEVANT COURSES

Econometrics	Macroeconomics
Financial Economics	Managerial Accounting
International Political Economy	Microeconomics

## HONORS AND AWARDS

Eugene Agger Award – Economics Department, Fall 20xx  
SAS Excellence Award, Spring 20xx  
Scholar of Promise, 20xx  
The President's Volunteer Service Award, 20xx  
Omicron Epsilon Delta Honor Society

## TECHNICAL SKILLS

*PROGRAMMING*: C++, Objective-C, Mat lab, R, Perl, Excel/VBA, LaTeX

*APPLICATIONS*: MS Office (Word, Excel, PowerPoint, Access), SPSS

*ACTUARY*: GGY Axis Actuarial Modeling Software; Passed SOA Exams P and FM, Preparing for SOA Exam MFE

## EXPERIENCE

**Nelson Company**, Jersey City, NJ

*Research Analyst Intern*, Summer 20xx

- Forecast sales for potential launches in market.
- Consulted with clients on product innovation.
- Analyzed consumer data to provide value added insights to clients.

## LEADERSHIP EXPERIENCE

**Rutgers University Math Department**

*Peer Mentor*, Sept. 20xx – May 20xx

- Assisted a professor with Calculus 1 recitation.
- Graded homework assignments and provided feedback to students.
- Helped students understand and apply mathematical concepts.

## ACTIVITIES

**Macroeconomic Forecasting Competition, 3rd Place**, Spring 20xx

- Predicted GDP, inflation, unemployment rate and interest rates.
- Utilized Microsoft Excel to form predictions and delivered a presentation to a panel of judges.