

BUSINESS MAJOR/Management & Engineering for Manufacturing (MEM)

The format of this résumé can be used for any major/field

First Name • Middle Initial • Last Name

123 Street, Town or City, State Zip Code (888) 888.8888
First.Lastname@uconn.edu - www.linkedin.com/in/First.Lastname

OBJECTIVE

Seeking a full-time position in operations utilizing complex problem solving, technical understanding and a business mindset.

EDUCATION

University of Connecticut, Storrs, CT May 20XX

Bachelor of Science in Business and Engineering (dually ABET Accredited)

Major: Management & Engineering for Manufacturing

Overall GPA: 3.52/4.00

RELEVANT COURSEWORK

Materials Science	Applied Mechanics	Manufacturing Automation
Financial Accounting	Business Law	Operations Management

SKILLS

Computer: Microsoft Excel; Access, SolidWorks, Visual Basic, Inventor, AutoCAD

Language: Fluent in Spanish

RELEVANT EXPERIENCE

United Technologies Corporation, Farmington, CT May 20XX – August 20XX

Quality Assurance Intern

- Tested units from production by working with industry standards in creating a testing procedure to ensure the quality of the manufactured parts

Hubbell Incorporated, Shelton, CT May 20XX – August 20XX

Manufacturing Engineering Intern

- Organized the production floor by modeling the layout in AutoCAD and finding efficient use of the space to improve overall plant efficiency

Town of Coventry Parks and Recreation, Coventry, CT June 20XX – August 20XX

Camp Counselor

- Supervised 8-10 year olds, by coordinating and designing events and games to engage campers and provide a safe environment

LEADERSHIP EXPERIENCE

UConn Management and Engineering for Manufacturing Society, Storrs, CT September 20XX – Present

Vice-President

- Engage members by organizing activities and events during the meetings to improve the personal and professional development of students
- Create meeting agendas by collaborating with board members, faculty and industry representatives to provide an organized, efficient and meaningful experience to the members

Society of Women Engineers, Storrs, CT September 20XX – Present

Member

- Encourage High School students to pursue a career in engineering by staffing Open Houses and other Events and meeting with the students individually

Phi Sigma Rho (Engineering Sorority), Storrs, CT September 20XX – Present

Philanthropy Chair

- Organize community involvement of the members of Phi Sigma Rho by working with other organizations to hold events and fundraisers to help the families of the Storrs area
- Raised \$10,000 for the American Cancer Society and Girl Scouts of America, our National Philanthropy Partners