

John Doe

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12345

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Education

Squidward Community College, Anywhere, USA

Bachelor of Science in Mechanical Engineering, May 2021

Skills

SolidWorks, AutoCAD, Mathcad, MATLAB, Excel, Word, PowerPoint, Photoshop, Premiere, Fusion 360, metalworking

Certifications/Awards

- Certified SolidWorks Associate (March 2020), *DS SolidWorks Corporation* (--certification ID--)
- HOPE Scholarship (May 2018)
- Scholarship for Engineering Education for Minorities (August 2018)
- *College Reading and Learning Association (CRLA)**, International Certification in Peer Tutoring, January 2018 (Level I) and July 2018 (Level II)
- CRLA is an organization dedicated to advancing post-secondary education by providing standardized training and internationally-recognized certification to student mentors.
- Dean's List (Spring 2017) *Some University*
- President's List (Spring 2018), *Some University*
- President's List (Fall 2018), *Squidward Community College*
- Dean's List (Spring 2020), *Squidward Community College*

Work Experience

Unknown Casting Company, LLC

Engineering Co-Op (1st Rotation), Anywhere, USA

August 2019 – December 2019

- Obtained firsthand experience working in the foundry, ceramics, and wax departments
- Designed and fabricated various 6S-compliant organization systems (such as shadow boards and kanbans) to increase productivity and orderliness in the manufacturing process
- Performed visual inspections, time studies, and audits to ensure that high safety and quality standards were being met
- Took responsibility for making sure that the departments had ample tools and supplies in order to hit their production targets

Some University

Tutor/Supplemental Instructor (SI), Anywhere, USA

August 2017 – July 2018

- Provided free, one-on-one tutoring services to SU students in a safe and comfortable setting
- Assisted students in various subjects such as algebra, trigonometry, and calculus
- Improved the passing rates for notoriously rigorous courses in math and science

Clubs/Organizations

Squidward Motorsports, Formula SAE/BAJA SAE Team

Team Member

September 2018 – March 2019

- Facilitated the design and manufacturing of both an off-road vehicle (BAJA) and open-wheel race car (Formula)
- Fabricated and assembled various components, such as suspension A-arms, engine mounts, spool housing, and tie rods