

# Susan Smith

(313) 555-1234 □ Detroit, MI 48202

[susansmith@wayne.edu](mailto:susansmith@wayne.edu)

<http://www.linkedin.com/susanfake>

## Professional Summary

Detail-oriented third-year engineering student with a firm understanding of engineering principles and practices. Proven strong technical and computer abilities using variety of software and equipment. Confident working in teams and ensuring projects are completed efficiently.

## Education

Wayne State University, Detroit, MI

**Major:** Engineering BS

**Expected Graduation** May 2012

**GPA:** 3.5

Oakland Community College, Ferndale, MI

**Major:** Computer Science AAS

**Graduated** May 2010

**GPA:** 3.67

## Relevant Coursework

Calculus III, Materials Science & Engineering Applications/Lab, Quality Control, Lean Operations, Physics I & II, Data Structures, Programming Languages, Computer Architecture, Engineering Data Analysis, Work Design

## Engineering Projects

**Static Academic Project**, Wayne State University

**Completed** Fall 2013

- Led a team of 3 in the redesign of a manufacturing process using research standards for JTILA documentation, site interviews and needs assessment of plant manager.
- Computed data using Bowles Law & Gamlin Principle resulting in 18% reduction in processing time.
- Documented multi-media report in Excel & Word and presented findings using Prezi.

**Static Academic Project**, Wayne State University

**Completed** Winter 2012

- Reverse engineered a household appliance with a team of 4 peers.
- Organized a team, conducted market research, designed graphic in AutoCAD, and manufactured prototyped appliance.
- Drafted and presented a report using Excel, Word, and PowerPoint comparing competitors' products with appliances functions and documented patents used in design.

## Technical & Computer Skills

**Equipment:** Audiometers, optical benches, calibrators, recording microphones

**Software:** AutoCAD, CATIA V5, ANSYS, C/C++, Matlab, LABVIEW, Pascal

**Databases:** SQL, MS Access, Oracle 8

**Applications:** Microsoft Word, Excel, PowerPoint, Project

**Operating Systems:** Windows, Mac OS, UNIX, Linux

## Honors and Activities

Dean's List, Wayne State University

Member, Associations for Computing Machinery, WSU

Member, Golden Key National Honor Society, WSU

**Fall 2009; Winter 2011**

**2011 – Present**

**2011 – Present**

## Work Experience

Wayne State University Registrar's Office

**December 2012 - Present**

**Student Assistant**

- Assist with setup of computer systems and software upgrades such as OS and MS applications.
- Troubleshoot common problems with computer systems, interface with software vendors to resolve issues, and formulate solutions.
- Modify and update department website as needed.