### Civil Engineering Student

jack@lyle.smu.edu • 214 - 555 – 1234 • 1616 Walnut Street • Dallas, TX 75225

**OBJECTIVE:** To obtain a full-time position in the Civil Engineering industry.

**EDUCATION: Southern Methodist University** Dallas, TX Bobby B. Lyle School of Engineering Grad Date: May 20xx

Bachelor of Science in Civil Engineering GPA: 3.17

Minor in Mathematics

**RELEVANT** Introduction to Civil Engineering, Fluid Mechanics, Transportation Planning and Traffic Engineering,

**COURSES:** Statics, Soil Mechanics and Foundations, Linear Algebra

**SKILLS:** MS Windows, Excel, Word, Access, PowerPoint, AutoCAD, Revit

**ENGINEERING PROJECTS:**

**Senior Design Project** Fall 20xx

* Created solution to mitigate automobile traffic on major highways and intersections for the City of Dallas
* Collaborated with a group of four civil engineering students to design final project
* Presented final project to City of Dallas officials and at the Lyle School of Engineering Research Day

**EXPERIENCE:**

**Lyle School of Engineering**, *Undergraduate Teaching Assistant*, Dallas, TX Aug 20xx – Present

* Assist with courses such as Intro to Civil Engineering and Intro to AutoCAD taught by Dr. Bobby B. Lyle
* Grade papers and hold weekly office hours with students to discuss progress made in the course
* Support Dr. Lyle with research projects pertaining to the civil engineering industry as needed

##### Kimley Horn, Civil Engineering Intern, Dallas, TX May 20xx – Aug 20xx

* Assisted upper level management with the El Paso and Southwestern Railroad Greenway Project
* Used AutoCAD to assist with project design under supervisor supervision
* Participated in company professional development opportunities for summer interns

##### City of Dallas, Transportation Intern, Dallas, TX May 20xx – Aug 20xx

* Assisted supervisor with planning, design, inspection and administration of water, wastewater, alley, drainage, transportation, and storm water related capital improvement projects
* Reviewed engineering plan, maps, and drawings to provide input to supervisor
* Performed data entry for City’s Geographic Information System

**ACTIVITIES:**

 **American Society of Civil Engineers**, *President* Fall 20xx – Present

* Organize bi-weekly committee and general member meetings
* Create partnerships with other Lyle School organizations for community service projects
* Communicate with engineering leaders in the Dallas area to create professional development opportunities

 **Lyle Ambassadors**, *Student Representative* Fall 20xx – Present

* Serve as a point of contact for prospective students applying to the Lyle School of Engineering
* Assist the Lyle Admissions Team with events geared toward recruiting high school seniors to SMU
* Conduct daily outreach to all perspective students who have been admitted to the Bobby B. Lyle School of Engineering at SMU

**AWARDS:** President’s Scholar Engineering Fellows Scholar

 SMU Distinguished Scholar SMU Mustang Scholars

### Management Science Student

jack@lyle.smu.edu • 214 - 555 - 1234 • 1616 Walnut Street • Dallas, TX 75225

**OBJECTIVE:** To obtain a full-time position in the supply chain/consulting industry.

**EDUCATION: Southern Methodist University** Dallas, TX Bobby B. Lyle School of Engineering Grad Date: May 20xx

B.S. Management Science GPA: 3.17

Minor in Mathematics

#### Curtin University of Technology, Perth, Australia (SMU Study Abroad Program) Spring 20xx

**RELEVANT** Intro to Management Science, Operations Research, Microeconomics, Macroeconomics,

**COURSES:** Principles of Computer Science I, Calculus I & II, Linear Algebra, Scientific Computing, Intro to Financial Accounting, Productions and Operations Engineering, Information Engineering, Engineering Management

**SKILLS:** MS Windows, Excel, Word, Access, PowerPoint, FrontPage, Adobe Photoshop and Illustrator, Quicken, CPLEX, AMPL, SAS, C++, HTML, Visual Basic, Java, PERL, UNIX, Tableau, R, Alteryx

**ENGINEERING PROJECTS:**

**Senior Design Project** Fall 20xx

* Designed a demand forecasting model to assist SkinCeuticals with developing an efficient inventory system
* Interviewed SkinCeuticals staff to determine variables used to develop an efficient linear program that forecasts demand
* Analyzed sales history figures to determine product similarities and/or seasonal relationships

**Operations Research Models Course Project** Spring 20xx

* Implemented a minimum cost production schedule via an integer programming mathematical model for the fictional corporation Moon Megasystems
* Constructed a mathematical model to minimize costs associated with computer assembly times and storage fees while considering constraints such as the number of full and part-time assembly workers, overtime wages and maximum storage capacity
* Solved a model with CPLEX optimization software to produce a computer system production schedule that met production deadlines in a timely fashion

**EXPERIENCE:**

##### Financial Investors Inc., Assistant to the President, Dallas, TX Summer 20xx

* Assisted investment advisor managing approximately $1,000,000,000 worth of assets
* Created and tracked trade tickets, using Bloomberg software, for investment transactions made through several major financial management and advisory firms
* Automated daily email and other manual tasks using Alteryx to increase efficiency and productivity

**Telecommunications Inc.,** *Product Sourcing Group Intern*, Plano, TX Aug 20xx – Jan 20xx

* Supported the selection of telecommunication equipment suppliers in order to minimize costs while maintain reliability
* Lead and tracked the qualification testing and production progress of outsourced products

**ACTIVITIES:** SMU INFORMS, President

##### Society of Women Engineers (SWE), Historian

##### Lyle Ambassadors, Vice President

**AWARDS:** Engineering Fellows Scholar, SMU Distinguished Scholar, SMU Rotunda Scholar

### Mechanical Engineering Student

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**OBJECTIVE:** To obtain a full-time position in the Mechanical Engineering industry.

**EDUCATION: Southern Methodist University** Dallas, TX Bobby B. Lyle School of Engineering Grad Date: May 20xx

Bachelor of Science in Mechanical Engineering GPA: 3.17

Minor in Mathematics

**RELEVANT** Intro to Engineering, Statics, Dynamics, Manufacturing Processes, Elements of Machine Design

**COURSES:** Thermodynamics, Calculus I, II, & III, Linear Algebra

**SKILLS:** MS Windows, Excel, Word, Access, PowerPoint, FrontPage, Adobe Photoshop and Illustrator, Quicken, SolidWorks, CATIA, ProE, C++, HTML, Visual Basic, Java

**EXPERIENCE:**

**Lyle School of Engineering**, *Undergraduate Teaching Assistant*, Dallas, TX Aug 20xx – Present

* Assist with courses such as Intro to Mechanical Engineering and Thermodynamics
* Grade papers and hold weekly office hours with students to discuss progress made in the course
* Support professor with research projects pertaining to the mechanical engineering industry as needed

**Lockheed Martin**, *Manufacturing Engineer Intern*, Ft. Worth, TX May 20xx – Aug 20xx

* Served on F-35 Strategic Corrective Action team and assisted with tasks pertaining to the project
* Conducted routine inspects of F-35 planes under supervision to ensure quality of product
* Designed portions of plane mechanics using SolidWorks

**City of Dallas**, *Lifeguard*, Dallas, TX May 20xx – Aug 20xx

* Enforced all policies and procedures pertaining to aquatic facilities operated by the City of Dallas
* Served as a primary responder to all emergencies occurring in the aquatic facility
* Inspected facility on a daily basis and report any unsafe conditions

**ENGINEERING PROJECTS:**

**First Year Design Project** Fall 20xx

* Designed an autonomous robot to operate its way through an obstacle course
* Collaborated in a group of multidiscipline engineers to create and present final robot to faculty and staff
* Awarded second place for robot speed through obstacle course

**ACTIVITIES:**

 **American Society of Mechanical Engineers (ASME)**, *President* Aug 20xx – Present

* Organize bi-weekly committee and general member meetings
* Present at annual ASME conference on best practices to increase membership for other university chapters
* Communicate with engineering leaders in the Dallas area to create professional development opportunities

 **Lyle Ambassadors**, *Student Representative* Aug 20xx – Present

* Serve as a point of contact for perspective students applying to the Lyle School of Engineering
* Assist the Lyle Admissions Team with various events geared toward recruiting high school seniors to SMU
* Conduct daily outreach to all perspective students who have been admitted to the Bobby B. Lyle School of Engineering at SMU

**AWARDS:** Engineering Fellows Scholar, SMU Mustang Scholars

**Computer Science Student**

1825 Regency Ct. • Dallas, TX 75275 • (214) 555-1111 • graduatingsenior@lyle.smu.edu

**OBJECTIVE:** Seeking a Co-op position to further my knowledge of software development and to apply my knowledge of DB2, SQL/XML, Web Services, web server setup, and testing cycle through testing automation for application development.

**EDUCATION: Southern Methodist University** Dallas, TX

 Bobby B. Lyle School of EngineeringGrad date: May 20xx

 Bachelor of Science in Computer Science GPA 3.14/4.00

**Technical Expertise:**

**Programming languages:** Java, JDBC; C/C++; C#; XML; SQL; HTML; JavaScript; R; PHP; Objective-C; Perl; Python; Ruby; Assembly

**Operating Systems:** Windows 7-10; Linux; MacOS; UNIX; AIX; Ubuntu

**Application Environments:** Eclipse environment; NetBeans; Visual Studio, VSCode; Jupyter Notebook; Komodo; MonoDevelop; Shiny; IBM Rational Application Developer

**Database Environments:** Oracle Database; MySQL; Microsoft Azure SQL

**Web Design Applications:** DOJO Toolkit; TWiki; IBM Rational Application Developer; AngularJS

**Software Applications:** Microsoft Office; WordPerfect**;** Lotus Notes; FTP; Git; Emacs; IBM Virtual Machines (VM's); SameTime; Gimp; MATLAB

**OTHER SKILLS:** Object Oriented Programming; Software Engineering; Database Management and Security; GUI of application testing through automation using RFT

**RELEVANT COURSES:** Digital Systems Design, Graphical User Interface, 3D Animation, Computer Networking, Computer Networking II, Operating Systems, Software Requirements

**EXPERIENCE:**

**IBM**, Co-op, Dallas, TX 07/20xx - Present

* Point person for the development of the graphical user interface of a web application to will allow web operators to issue commands to manage resources in a mainframe environment and display XML output dynamically rendered with XSLT (Work in progress)

**IBM**, Co-op, Austin, TX 04/20xx - 07/20xx

* Lead contact for the testing of IBM's Information Management System (IMS) software for versions 7, 8, 9, and future release
* Aided with the testing of IMS Connect versions 2.1, 2.2, 9.1, and future release
* Utilized RFT to automate the testing phase of a new Graphical User Interface (GUI) based tool to be used with Eclipse and IMS

**IBM**, Co-op, Austin, TX 06/20xx - 01/20xx

* Developed and compared DB2 Web Services using Rational Application Developer and Web Services Object Runtime Framework
* Created a small Java application to utilize an XML document to pass/execute DB2 Native XML XQueries to ease the development of Web Services where DB2 acts as the web service provider
* Configured and administered a TWiki departmental website running on Linux SUSE 9.0

**AWARDS:** President’s Scholar Cyber Security Club, President

 SMU Distinguished Scholar Computer Science Club, Vice-President

### Electrical & Computer Engineering Student

jack@lyle.smu.edu • 214 - 555 – 1234 • 1616 Walnut Street • Dallas, TX 75225

**OBJECTIVE:** To obtain a full-time position in the Electrical Engineering industry.

**EDUCATION: Southern Methodist University** Dallas, TX Bobby B. Lyle School of Engineering Grad Date: May 20xx

Bachelor of Science in Electrical Engineering GPA: 3.17

Minor in Mathematics

**RELEVANT** Intro to Engineering, Fundamentals of Electrical Engineering, Electronic Circuits I,

**COURSES:** Modern Electronic Technology, Calculus I & II, Linear Algebra

**SKILLS:** MS Windows, Excel, Word, Access, PowerPoint, FrontPage, Adobe Photoshop and Illustrator, Quicken, SolidWorks, CATIA, ProE, C++, HTML, Visual Basic, MATLAB, Python

**ENGINEERING PROJECTS:**

**Senior Design Project** Fall 20xx

* Designed electrical circuit board to be used for future planes built by The Boeing Company
* Served as team lead for project by organizing and delegating tasks to other group members
* Presented final project to company representatives and Lyle School of Engineering faculty and staff

**First Year Design Project** Fall 20xx

* Designed an autonomous robot to operate its way through an obstacle course
* Performed all electrical mechanics of the robot by applying skills learned from course work
* Collaborated with a group of multidiscipline engineering students throughout the Fall 20xx semester

**EXPERIENCE:**

**Lyle School of Engineering**, *Undergraduate Teaching Assistant*, Dallas, TX Aug 20xx – Present

* Assist with courses such as Fundamentals of Electrical Engineering and Electronic Circuits I
* Grade papers and hold weekly office hours with students to discuss progress made in the course
* Support professor with research projects pertaining to the electrical engineering industry as needed

**Lockheed Martin**, *Electrical Engineer Intern*, Grand Prairie, TX May 20xx – Aug 20xx

* Assisted senior electrical engineers on the Advanced Development Programs Electronic Warfare Group by gathering and documenting information pertaining to circuits
* Applied knowledge of modern technical principles, theories and concepts of the embedded software field on a daily basis
* Used software such as C++ and Java to successfully complete the goals of the project

**ACTIVITIES:**

 **Institute for Electrical and Electronic Engineers (IEEE)**, *President* Aug 20xx – Present

* Organize bi-weekly committee and general member meetings during academic year
* Create partnerships with other Lyle School organizations for community service projects
* Communicate with engineering leaders in the Dallas area to create professional development opportunities

 **Lyle Ambassadors**, *Student Representative* Aug 20xx – Present

* Serve as a point of contact for perspective students applying to the Lyle School of Engineering
* Assist the Lyle Admissions Team with various events geared toward recruiting high school seniors to SMU
* Conduct daily outreach to all perspective students who have been admitted to the Bobby B. Lyle School of Engineering at SMU

**AWARDS:** President’s Scholar Engineering Fellows Scholar

 SMU Distinguished Scholar SMU Mustang Scholars

**Environmental Engineering Student**

jack@lyle.smu.edu • 214 - 555 – 1234 • 1616 Walnut Street • Dallas, TX 75225

**OBJECTIVE:** To obtain a full-time position in the Environmental Engineering industry.

**EDUCATION: Southern Methodist University** Dallas, TX Bobby B. Lyle School of Engineering Grad Date: May 20xx

Bachelor of Science in Environmental Engineering GPA: 3.17

Minor in Mathematics

**RELEVANT** Intro to Civil & Environmental Engineering, Statics, Fluid Mechanics, Principles of Industrial Hygiene and

**COURSES:** Occupational Health, Chemical Thermodynamics and Kinetics, Calculus I & II, Linear Algebra

**SKILLS:** MS Windows, Excel, Word, Access, PowerPoint, FrontPage, Adobe Photoshop and Illustrator, Quicken, SolidWorks, CATIA, ProE, C++, HTML, Visual Basic, MATLAB, AutoCAD

**ENGINEERING PROJECTS:**

**Senior Design Project** Fall 20xx

* Perform analysis on the Trinity River Project used to determine water consumption safety for Dallas County
* Served as team lead for project by organizing and delegating tasks to other group members
* Presented final project to representatives from the Environmental Protection Agency (EPA) and Lyle School of Engineering faculty and staff

**EXPERIENCE:**

**Lyle School of Engineering**, *Undergraduate Teaching Assistant*, Dallas, TX Aug 20xx – Present

* Assist Dr. Bobby Lyle with Intro to Environmental Engineering by tutoring students on complex topics
* Grade papers and hold weekly office hours with students to discuss progress made in the course
* Support Dr. Lyle with research projects pertaining to the environmental engineering industry as needed

##### Kimley Horn, Environmental Engineering Intern, Dallas, TX May 20xx – Aug 20xx

* Assisted upper level management on the Environmental Protection team
* Used AutoCAD to assist with design of environmental aspects for various projects
* Participated in company professional development opportunities for summer interns

**ACTIVITIES:**

 **Engineers without Borders**, *President* Aug 20xx – Present

* Contact and create partnerships with non-profit organizations both domestically and internationally
* Lead a group of 5 members to South America during spring break to assist with clean water initiatives
* Organize travel accommodations for members traveling to project sites throughout academic year
* Organize bi-weekly committee and general member meetings throughout the semester

 **Lyle Ambassadors**, *Student Representative* Aug 20xx – Present

* Serve as a point of contact for perspective students applying to the Lyle School of Engineering
* Assist the Lyle Admissions Team with various events geared toward recruiting high school seniors to SMU
* Conduct daily campus students to all perspective students visiting SMU

 **Theta Tau Engineering Fraternity**, *Member* Aug 20xx – May 20xx

* Attended bi-weekly committee and general member meetings
* Participated in community service projects such as Martin Luther King Day of Service and The Big Event
* Completed professional development opportunities required by organization membership bylaws

**AWARDS:** President’s Scholar Engineering Fellows Scholar

 SMU Distinguished Scholar SMU Mustang Scholars