Robert Smith

Jr. Mechanical Project Engineer

CONTACT DETAILS

1737 Marshville Road,
Alabama
(123)-456-7899
info@qwikresume.com
www.qwikresume.com

SKILLS

Autodesk Inventor, Solid Works, Validation, GD&T, Machining Capabilities.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference – 1 (Company Name)
Reference – 2 (Company Name)

PERSONAL STATEMENT

To apply and improve my engineering, business and management skills while contributing to company success.

WORK EXPERIENCE

Jr. Mechanical Project Engineer

ABC Corporation - 2015 – May 2016

Responsibilities:

- Managed ongoing projects for engineers, architects, and subcontractors.
- Submitted proper documents to ensure completion of project information, monthly forecasts, etc.
- Priced change orders using Quotesoft and the submission and review to the general contractor.
- Reviewed, negotiated and resolve conflicts with vendors, subcontractors, general contractors, and design team.
- Developed solutions for a variety of conflicts while following policies, procedures, and practices for guidance.
- Issued subcontracts to Subcontractors and coordinated between them.
- Construction drawing and specification interpretation to help solve problems.

Jr. Mechanical Project Engineer

Technical Staffing Resources (TSR)/PDM Sontara - 2014 – 2015

Responsibilities:

- Responsible for executing projects including front-end loading, detailed estimates, writing scopes of work, maintaining management of change, and submitting CAPEX projects for approval.
- Create and finalize designs to meet project requirements per engineering codes and standards.
- Write specifications for new equipment.
- Manage multiple capital projects concurrently.
- Responsible for design reviews and all stages of project execution.
- Analyze project requirements and perform technical calculations supporting design.
- Provide technical support to manufacturing and maintenance.

Education

BS

© This **Free Resume Template** is the copyright of Qwikresume.com. **Usage Guidelines**