

WENDY CALDERON

wendycc@gmail.com / +1(662)-545-8063

SUMMARY OF QUALIFICATIONS

- Civil Engineer experienced in Project Development and Project Management for road infrastructure and construction projects.
- Proficient in Microsoft Office (Word -Excel – Power Point – Microsoft Project), AutoCAD Civil 3D, Q-Gis, ArcGIS, On Screen - Take off, Hec-RAS, Hec-HMS, EPANET.
- Strong leadership | communication | presentation | analytical and problem-solving skills | resilient | strong attention to detail | curious & eager to learn new things.
- Fluent in English and Spanish.

EXPERIENCE

Eley/Barkley P.A. Engineering + Architecture

Civil Engineer / MBA Intern

Cleveland - MS, USA

2020 – 2021

- Support engineering managers with the creation and management of proposals, scopes, budgets, timelines, specifications, cost estimates and close-out processes for federal projects.
- Support with project supervision and progress tracking of projects that required construction, maintenance and repair work of sidewalks, drainage systems and other city infrastructure systems.
- Responsible for engineering quality control documents.

Geospatial Information Technologies Center – DSU

Geospatial Technician / Graduate Assistant

Cleveland - MS, USA

2019-2021

- Analyzed geographical information and databases for the USDA Easement Program.
- Converted physical maps into a digital form for computer usage using ArcGIS mapping platform.
- Developed video tutorials of ENVY Analytics 5.5 for the GIT educational programs.

Municipality of Mora

Road Infrastructure – Technical Department Director

Mora, Costa Rica

2018-2019

- Experienced in Project Development and Project Management for bridges and road infrastructure projects, responsible to communicate with stakeholders.
- Site construction supervision, scheduling, cost controlling, and change management.
- Responsible for preventive maintenance of equipment and machinery, as well as materials procurement.

Ministry of Transportation and Public Works of Costa Rica

Program Consultant

San José, Costa Rica

2015-2018

- Program name: “Primer Programa de la Red Vial Cantonal (I-PRVC) MOPT-BID” which consisted in planning the execution of projects and supervising its quality.
- Key player in program development, program management and controls for road infrastructure projects.
- Supervised Project execution and quality verification measures.

WENDY CALDERON

wendycc@gmail.com / +1(662)-545-8063

Ministry of Transportation and Public Works of Costa Rica
Engineer – Planning and Evaluation Department

San José, Costa Rica
2013-2015

- Developed, planned, and supervised the execution of projects according to control procedures and standards.
- Coordinated research and planning prior to project execution.
- Identified and prioritized needs on the road network from the region.

Engineering Consultant Cristian Sandoval

Structural Engineering Assistant

Cartago, Costa Rica

2012-2013

- Supported with structural calculations, layouts, and budget with projects for construction of house complex, industrial warehouses, and office buildings.

Edificar S.A.

Quality & Safety Supervisor

San José, Costa Rica

2011-2012

- Supported process and productivity improvement initiative on a construction project in “America Free Zone”.
- Responsible for supervising contractors and staff to maintain a safe work environment.

EDUCATION

Project Management Institute

PMP

Pennsylvania, USA

Expected July 2021

Delta State University

Master in Business Administration

Cleveland - MS, USA

2021

Project Management Institute

2021 PMP Foundation Course

Pennsylvania, USA

2020

Universidad de Costa Rica

Civil Engineering

San José, Costa Rica

2013