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|  | 🞂Caley M. Grasso67 Capitol PlaceRensselaer, NY 12144Phone: 518-380-8162E-mail: caleygrasso@gmail.com  |

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|  | ObjectiveTo obtain a position in the field of Civil Engineering. Summary of Qualifications* Field inspection of construction contracts.
* On-site soil and concrete testing.
* Knowledgeable in use of surveying equipment and techniques including Total Station, leveling, and documentation.
* Plotting survey data including contour mapping.
* AutoCAD experience.
* Synchro programming experience.
* Proficient in Microsoft Word, Power Point, Excel, and Outlook.
* An independent and resourceful problem solver with excellent organizational skills.
* A competent team leader prepared to complete any required task.
* Ability to remain focused and self-directed in a fast paced work environment while dealing with conflicting demands.
* Strong interpersonal and written communication skills.
* Leadership skills acquired through team sports and Girl Scouts.

Experience**Transportation Construction Inspector (TCI)** N.Y.S. Department of Transportation - Albany, NY (Region 1) *May 2017-August 2018** Field Inspection of bridge and highway elements, including concrete, bridge superstructures and substructures, asphalt paving, earthwork, bridge painting, and safety inspections.
* SiteManager and Daily Work Reports.
* Plant Inspection of Portland Cement Concrete for the Materials Bureau.
* Conduct compaction and soil tests.

**Sandwich Artist** Subway, Rensselaer, NY *May 2013-August 2016** Opened and closed store.
* Baked sandwich bread and cookies daily.
* Prepared submarine sandwiches and checked-out customers using cash register.
* Unloaded delivery truck and rotated food in refrigerator and freezer.
* Stocked various bottled drinks and pre-packaged food as per company rotation policy.
* Maintained cleanliness of the store.

EducationSUNY Polytechnic Institute (Utica), Marcy, NY *August 2015-May 2019*Bachelor of Science in Civil Engineering.Columbia High School, East Greenbush, NY *September 2011-June 2015*Advanced Regents Diploma.Graduated Magna Cum Laude. Member of National Honors Society. **Extracurricular Activities*** *August 2015-November 2018* - SUNY Polytechnic Women’s Cross Country
* *August 2015-November 2018* - SUNY Student-Athlete Advisory Committee
* *2012-*2015 - Columbia High School Women’s Outdoor Track.
* *2011-2015 -* Columbia High School Women’s Indoor Track.
* *2004-*2015 - Girl Scouts.
* *2004-2015 –* Dancer at Isabelle’s School of Dance.

**Achievements*** *2015-2018* - Dean’s List.
* *2018* - SUNY Polytechnic Institute Cross Country Team Division 3, NEAC Champions.
* *2018* - SUNY Polytechnic Institute Cross Country Team Captain.
* *2015-2016* - SUNY Polytechnic Institute Cross Country MVP.
* *2015-2019* - SUNY Academic Progressive Scholarship recipient.
* *2015-2019* - N.Y.S. STEM Scholarship recipient.
* *2015* – Girl Scout Silver Award Recipient.
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