

Amelia Levesque

Civil Engineer

Phone (207) 899-6789

Address 2165 14th Street (Apt 1) Troy, NY 12180

E-mail alevesque98@gmail.com

LinkedIn www.linkedin.com/in/amelia-levesque

Civil Engineering student with experience in construction management looking for a summer 2019 internship located near Manhattan or the Capital District of New York. Adept in handling multiple ongoing tasks and working productively in fast-paced environments. Self-sufficient in the work place and proficient at building professional relationships.

Education

2016 - 2020

Rensselaer Polytechnic Institute, Troy, NY

Bachelor of Science in Civil Engineering, GPA: 3.7

Relevant Courses - Introduction to (1) Structural, (2) Environmental, (3) Geotechnical, and (4) Transportation Engineering, Foundation Engineering, Strength of Materials (statics), Dynamics, and Engineering Graphics (AutoCAD)

Experience

May 2018 - Aug 2018

Field Engineer

Judlau Contracting, Inc. - New York, New York

- Coordinated and managed the completion of an important change order to meet an accelerated schedule for the Cortlandt Street No. 1 line subway station.
- Effectively communicated plans and information salient to the job between many sub-contractors and the engineering team.
- Became proficient in drafting plans in Bluebeam; created detailed floor plans and other layouts to assist the cooperation between multiple disciplines working together within a tight area.
- Tracked updates to contract drawings and specifications received via RFI's and AWO's by marking up master sets.

Dec 2017 - present

Sport Coordinator

Intramural Sports, RPI Gym - Troy, New York

- Train new game supervisors, ensure that all employees are trained to handle incidents in a professional manner.
- Assign supervisors to shifts and publish weekly schedule for various sports and divisions.

Sep 2017 - present

Waitress

Lo Porto Ristorante Caffe - Troy, New York

- Efficiently manage an unexpected influx of customers, often catering to up to 15-25 dining groups.
- Enhance each customer's experience by addressing every table in a friendly manner, from initial greeting to leaving the bill.

Campus Involvement

2018 - present

Marshal - Chi Epsilon, the Civil Engineering Honors Society

2018 - present

Active Member - Society of Women Engineers

2016 - present

Active Member - American Society of Civil Engineers

2016 - 2017

Workshop Coordinator - RPI Photo Club

Software

Autodesk Civil 3D - Familiar with the engine and basic functions and commands.

Bluebeam REVU - Experienced with document editing, drafting and sketching.

Microsoft Office - Well-practiced with all functions, experienced with calculations and conditional formatting in excel.