**Paula Smith**

2367 S. Franklin Street - Huntsville, AL 35429 • (378) 469-5126 • Paula.Smith7@bulldogs.aamu.edu

**Electrical Engineering Major, Presidential Scholar** and **results-oriented leader** seeks an internship or co-op opportunity

# EDUCATION

Alabama A&M University (AAMU) Normal, AL

**Bachelor of Science Electrical Engineering (BSEE)**  May 20xx

# GPA: 4.0/4.0

**Honors/Awards*:***

Presidential Gold Medallion Recipient | STEM Star Scholar, Fall 20xx – Present | Dean’s List, Fall 20xx– Present

***Related Coursework*:**

Engineering Computing | Linear Circuit Analysis I & II | Engineering Computing | Physics I & II

Analog Circuit Design Analysis | Digital Circuit Design Analysis | Applied Differential Equations

# TECHNICAL SKILLS

**Languages:** MATLAB, Visual Studios, C++

**Software:** Microsoft Office Suite and Visual Studios

**Program Applications:** SOCKET, Distribution View, JETS, ARMS, CorelDraw, Multisim, Photoshop

# INTERNSHIP EXPERIENCE

**XYZ Utilities | Intern** Los Angeles, CA Summer 20xx

* Inspected electric hardware replacement to minimize electrocution and power outages
* Upgraded, designed and estimated distribution facility hardware replacement on overhead power poles
* Planned, designed and estimated underground electric utility layout for residential subdivisions
* Coordinated electricity connection to residential and commercial services
* Identified gaps and recommended changes in course enhancement material for existing and developing engineering training programs
* Performed troubleshooting calculations and utility upgrades for areas experiencing low voltage

# WORK EXPERIENCE

**Bulldogs Central | Assistant Manager** Normal, AL August 20xx - Present

* Create graphic designs using multiple series of CorelDraw and Photoshop
* Print shirts using a four interchangeable printing press; print up to four colors at a time
* Exemplify extraordinary customer service skills to callers and walk-in clients

**Publix Supermarket | Cashier** Huntsville, AL May 20xx – July 20xx

* Greeted customers and provided assistance to ensure a positive shopping experience
* Built loyal clientele through friendly interactions and consistent appreciation
* Processed checkout transactions promptly and accurately via an electronic register

**LEADERSHIP ACTIVITIES**

AAMU Student Ambassador August 20xx – Present

National Society of Black Engineers (NSBE) Vice-President August 20xx – Present

Institute of Electrical and Electronic Engineers (IEEE) Member March 20xx – Present