

# MARY P. SMITH

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## EDUCATION

**West Virginia University**, Morgantown, WV

Expected: May XXXX

*Bachelor of Science in Mechanical Engineering (ABET-accredited)*

Overall GPA: 3.4

## WORK EXPERIENCE

**US Steel Corporation**, Pittsburgh, PA

May XXXX – August XXXX

*Mechanical Engineering Intern*

- Assisted maintenance department in developing a work plan for planned maintenance, including equipment component replacements and implementation of electrical system updates
- Completed and documented equipment manual research, drawing searches, and updates
- Reviewed layout areas and logistical sequences for these jobs
- Produced detailed timeline spreadsheets and procedure documents developed with primary input of Maintenance Planners and Managers

**DEF Company**, Washington, PA

January XXXX – May XXXX

*Junior Project Team Leader*

- Assisted with the design of straight hand seamer used in bending, seaming and flattening sheet metal.
- Created models using SolidWorks and participated in cross-functional product-development meetings.
- Contributed idea for change in handle design that is expected to improve comfort and safety when gripping the seamer. Product is currently in preproduction testing phase.

**Steel of WV**, Huntington, WV

May XXXX – August XXXX

*Machinist & Welder (contractor)*

- Earned a reputation as a talented machinist and welder. Developed excellent fabrication and machine shop skills, completing all projects on time and to specifications.
- Handled welding assignments that involved installing, repairing and fabricating materials (sheet metal, steel, tools, parts, doors, gates and more).
- Demonstrated advanced skills in operating equipment and machines including CNC machines, cutting machines and hydraulic presses for the fabrication of mechanical components.

## EXTRACURRICULAR ACTIVITIES

**Society of Women Engineers**, WVU Chapter

August XXXX – Present

*Professionalism Chair*

- Organized an Etiquette Dinner for over 100 members; secured \$8,500 in sponsorships

**Engineers Without Borders**, WVU Chapter

August XXXX – May XXXX

*Vice-President of Membership*

- Increased new membership pledges by 25% this semester through new marketing efforts

## TECHNICAL SKILLS

**Programs:** AutoCAD, SolidWorks, MS Project, MATLAB, MS Excel

**Machining and Welding Tools:** CNCs, mills, lathes, angle grinders, plasma cutters, oxy-acetylene torches, arc welders, band saws, grinders, shears, drill presses, chop saws, etc.