

## JANE SMITH

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**5.24.19**

### OBJECTIVE

Seeking an entry-level position at an architecture firm.

### SUPPORTIVE QUALIFICATIONS

- Successful completion of Drafting & Engineering I, Architecture I & II, AP Physics, Honors Biology, Spanish I & II, Honors Geometry, Honors Algebra II, Precalculus, AP Calculus, AP World History, AP Government, Honors English 9, AP Literature and AP Language Arts.
- Proficient in AutoCAD, Adobe Photoshop, Autodesk REVIT, and Microsoft Office programs.
- Interested in the architectural field.
- Flexible, consistent, sociable, and knowledgeable.

### EXPERIENCE

#### **2018 to Present, DRAFTSPERSON at Little Buildings, Inc.**

Designed small steel structures such as ticket booths and guard houses. Created construction documents including electric and structural. Responsible for making sure drawings align with quote and needs, such as the American with Disabilities Act.

#### **2015 to Present, BABYSITTING**

Cared for children in employer's home, made sure child followed guidelines left behind by parents, prepared meals and activities, managed time, supervised children's safety, nutrition, and activities.

### EDUCATION AND ACHIEVEMENTS

Currently a Senior at Romeo High School (*Expected graduation June 2019*)

M.I.T.E.S Competition (2017, 1st Place Regionals) (2018, 1st and 3rd Regionals)

AutoCAD 2014 and 2017 trained

Attended Summer Architecture Program at the University of Michigan (July 2018)

### ACTIVITIES

Varsity Tennis (2015 to present)

Michigan Industrial and Technology Education Society, Secretary (2015 to present)

Kiwanis Educated Youth Club (2017 to present)

National Honors Society (2017 to present)

National Technical Honors Society (2017 to present)

### REFERENCES

Evva Dossin

Architecture Teacher

Romeo Eng. and Tech. Center

62300 Jewell Rd.

Washington, MI 48094

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Tod Rawling

Mechanical Teacher

Romeo Eng. and Tech Center

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Lee Super

Precalculus Teacher

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