

Emilee Paradis

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SUMMARY OF QUALIFICATIONS

- Proficient in project management and mechanical design
- Experience and coursework in Inventor 2019, SolidWorks 2019, AutoCAD 2019, Navisworks 2019, Microsoft Office 365, Project 2016, and Bluebeam Revu 2019
- Effective customer service and critical thinking skills demonstrated through record customer service scores
- Programming experience in Python, MATLAB, C, and VBA

EDUCATION

Pierce College Puyallup, WA

June 2019

Associate of Science, Engineering

EXPERIENCE

Engineering Intern, Roseburg Forest Products

June 2021 – August 2021

- Drew layouts for manufacturing plant expansions and chemical storage facilities
- Prepared CAD drawings with AutoCAD and 3D models with Inventor for part fabrication
- Designed and tested structural support for a mobile crane and building modifications

Student Support Specialist, Technology Access Foundation

December 2020 - Present

- Work with diverse groups of middle school students (ages 13-15) to increase proficiency in math
- Develop lesson plans to support students and collect data on student progress

Project Management Intern, Macdonald-Miller Facility Solutions

June - September 2020

- Project: Utility distribution of Microsoft Campus Modernization, budget \$38 million
- Partnered closely with Project Manager on project administration, document control, expediting, change management, and oversight of subcontractor work
- Designed a VBA macro to automate the creation and organization of RFIs

Research Intern, Clean Energy Institute

June - July 2018, June - August 2019

- Fabricated batteries and presented testing data visualizations with Excel
- Built a sonication reaction robot and a complementary Python program for testing configurations

Customer Service Representative, Enterprise Holdings

February 2017 – June 2019

- Received record customer service scores and was consistently above corporate average
- Collaborated with international customers to set up contracts and address questions/concerns

Facilities Intern, PACCAR Inc

July - September 2018

- Planned out a \$900,000 renovation with Microsoft Project
- Communicated with external teams to ensure successful project outcomes
- Implemented improved systems for food services and building utilities

Mentor, F.I.R.S.T. Robotics

January 2016 – April 2017

- Mentored a diverse group of high school students with the design process, 3D modeling, programming, and assembling systems at Puyallup High School