

OBJECTIVE

To obtain a challenging and rewarding entry-level position in a growth-oriented organization, which offers diverse job responsibilities in a mechanical engineering field that will fully utilize both my technical and managerial abilities.

EDUCATION

B.E., Mechanical Engineering, City College of New York

Graduate June 2009

COURSEWORK

Structural and Site Plans, Data Analysis, Structural Mechanics, Computational Methods, Fluid Mechanics, Mechanics of Deformable Bodies, Thermodynamics, Engineering Geology, Electrical Circuits, Environmental Impact Assessment, Heat Transfer, Engineering Economics, Mechanical Systems Design, Manufacturing Processes, System Controls, Advanced Stress Analysis, Energy Conversion, Energy Systems Design, Computer Aided Design

ADDITIONAL COURSES

Arthur Andersen Training: Change Management: 1999 (Warsaw, Poland)
Team working, team building, job raising, fundraising and communicating.

QUALIFICATIONS

Computer Skills: Expedition, Primavera, MS Windows, MS Excel, MS Word, MS Access, MS FrontPage, MS Outlook, Corel Draw, AutoCAD, PowerPoint, Photoshop, MatLab, Solid Works 2009

Relevant Skills: Strong communication and interpersonal skills, strong problem solving skills.

Key Qualities: Detail oriented, team player, responsible, analytical, strong work knowledge of construction terms, ability to communicate with clients, supervisors and site staff.

WORK EXPERIENCE

CuffLinksMan.com

09/2006 – present

Founder & Owner

- Launched dynamically growing men's accessory store on-line
- Coordinated and oversaw outsourced website development
- Marketing and PR for company within assigned marketing budget
- Developed long-term relationships with suppliers and manufacturers in Asia

Dormitory Authority State of New York (DASNY), Project: Jacobi Medical Center Bronx

06/2006 – 09/2006

Intern:

- Construction of a 123,000 gsf four-story building for clinical services and ambulatory care.
- Assisted the Project Manager in the scheduling and supervision of required testing and monitored results.
- Assisted in preparation of notes and minutes of meetings and interpretation of contract plans and specifications

Steve Stoddard Construction, Manhattan – SOHO, NY

06/2005 – 06/2006

Supervisor – (part time)

- Remodeling of high end apartments, lofts and penthouses. Construction of roof top patios.

AMAC Remodeling and Maintenance, East Hampton, NY

09/2003 – 06/2005

Site Supervisor – (part time)

- Supervised work crews on site and read blueprints when required.

JGN Construction Corp., Middle Village, NY

09/2000 - 08/2003

Project Manager Assistant (full time)

- Privately owned commercial construction company focusing primarily on designing and building banks.
- Worked with construction supervisors to ensure smooth running of operations on the site.

Cold Storage Plants, Poland

Summers of 1996 - 2000

Interfrys Kusowo Ltd., Globino

- Held a management position in the transportation and delivery of fruit to various regions throughout Poland.

AFFILIATIONS

American Society of Heating Refrigeration and Air-Conditioning Engineers (ASHRAE)

President of ASHRAE CCNY Student Club

09/2008 – 06/2009

- Won ASHRAE 2008 Scholarship
- Won ASHRAE 2009 Design Competition at regional level – Leader of a design team responsible for the design process of comprehensive HVAC system for three story, 15,650 ft² building located in Nashville, TN.
- Attended 2009 ASHRAE Winter Convention Chicago. Trainings attended: BIM and Building Performance Analysis, Sustainable Building Design, Sustainability in the Urban Environment, Basics of Load Calculations.
- Organized seminars with guest speakers from the HVAC industry.
- Thoroughly organized 2009 ASHRAE CCNY Career Fair (attended by: JB&B, Buro Happold, NYC Buildings, Accardi Companies and others)
- Developed strong relationship with ASHRAE NY Chapter members

United States Green Building Council (USGBC) – active member

09/2008 – present

Steel Bridge Student Club (CCNY Chapter) – active member

01/2006 – 06/2007

American Society of Civil Engineers (ASCE) (CCNY Chapter) – active member

01/2006 – 06/2007

AIESEC Company Service Coordinator in Local Committee FICOB&A (Warsaw, Poland)

1998 - 2000

LANGUAGES:

Fluent Polish, English; Conversational German, Russian