CATHERINE W. ALVAREZ

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| Current address:603 Deer Run Road, Apt. 6Blacksburg, VA 24060 | (703) 555-8304caalvarez@vt.edu | Permanent address:4035 Rolling Hill DriveManassas, VA 22221 |

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| **OBJECTIVE** |
|  | Position in transportation engineering focusing on forecasting models for planning |
| EDUCATION |
|  | **M.S., Transportation Engineering,** Expected May 20XX**B.S. Civil Engineering, Environmental Option; English Minor,** May 20XXVirginia Polytechnic Institute & State University (Virginia Tech), Blacksburg, VirginiaEarning and financing 90% of college and living expenses |
| RELATED EXPERIENCE |
|  | **Graduate Research Assistant**, Aug 20XX-present, Civil Engineering Dept., Virginia Tech, Blacksburg, VA* Analysis and suggestions for improving **TRANSIMS** (**TR**ansportation **AN**alysis and **SIM**ulation **S**ystem, an integrated system (C++ on Linux) of travel forecasting model designed to give transportation planners accurate, complete information on traffic impacts, congestion and pollution) developed by the Los Alamos National Laboratory for FHWA.

**Engineering Assistant**,Summer 20XX, **Federal Highway Administration,** San Juan, PRStudy: *Continuous Process Improvement Review on Bridge Deck Construction** Researched the actual and best practices in bridge deck construction.
* Participated in meetings to evaluate actual practices against best practices.
* Prepared draft and final reports addressing deficiencies in actual practices.

**Undergraduate Research**, Fall 20XX, Civil Engineering Dept., Virginia Tech, Blacksburg, VA* Contributed to design and testing of freshwater chamber to replace methods used by seafood industry to separate crab meat from the claw; involved in chemical analysis of resulting wastewater.

**Project Engineer Intern**, Summer 20XX, Michael Baker Corporation, Annapolis, MD* Performed quality assurance on traffic networks for emissions modeling.

**Features of this resume:*** Financing costs of education
* Experience split into "related" and "other." Details given for "related" experience; not needed for "other," which includes explanation that jobs helped fund college expenses.
* Headings above each section
* Font = Calibri 11 Side margins = .6
* Table used for formatting – **set borders not to appear on resume!**
* Designed queries to extract information from MS Access traffic databases.
* Created user interface for data entry in traffic databases.
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| **OTHER EXPERIENCE** (part-time during school to fund college tuition and expenses) |
|  | Office Assistant, Software Technologies Laboratory, Blacksburg, VA May - Dec 20XX Cashier, Kroger, Blacksburg, VA Jan - May 20XX |
| **COMPUTER SKILLS** |
|  | Operating Systems: Windows, UnixSoftware: MS Word and Excel Programming: Visual C++ |
| **ACTIVITIES & HONORS** |
|  | Academic Excellence Workshop Facilitator, Office of Minority Engineering Programs, 20XX* Led several small groups to assist students with study skills.

Waste Policy Institute Undergraduate Research Award for fall 20XX projectSociety of Women Engineers Retreat Committee Chair, 20XX-20XXYMCA Volunteer Tutor at Blacksburg High School, 20XX-20XX |