

MONJIA BÉLIZAIRE

Permanent

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Campus

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OBJECTIVE: To obtain a full-time position with an innovative Construction Management engineering firm, helping to meet and exceed the goals of the team while continuing to work towards my Professional Engineering License. Have the willingness to relocate.

EDUCATION: **The Pennsylvania State University (University Park, PA)**
Bachelor of Architectural Engineering (Construction Management focus)
Intent to graduate May 2008
GPA: 3.0/4.0

Relevant courses

Building Construction & Management	OSHA 30 hr. Certification
Design of Steel & Concrete	Structural Analysis
Electrical & Illumination Systems	HVAC

EXPERIENCE: **Turner Construction Company** (Assistant Engineer Intern) **05/07 - 08/07**
Children's Hospital of Philadelphia, Philadelphia, PA

- Obtained approvals for processing of shop drawings and submittals
- Assisted in the preparation of final records for the project
- Represented supervisor in meetings with contractor and coordination meetings

Women of Engineering Program (Intern) **08/06 - 05/07**
The Pennsylvania State University, University Park, PA

- Responsibilities included organizing correspondence with members
- Planned and coordinated events for student organizations
- Monitored student recreational activities

Jacobs Facilities Inc. (Intern) **06/06 - 08/06**
Department of Transportation HQ, Washington, DC

- Responsibilities included maintaining and updating database
- Scheduled, published and executed punch out list documentation
- Managed and resolved request for information (RFI)

Department of Architectural Engineering (Research Assistant) **09/05 - 05/06**
The Pennsylvania State University, University Park, PA

- Responsibilities included assisting with statistical analyses
- Assisted graduate students in experimental research
- Provided administrative and logistical support to research

VOLUNTEER SERVICE: **Engineering Mentorship Program** (Mentor) **09/05 - Present**
The Pennsylvania State University, University Park, PA

- Responsibilities include advising engineering students
- Providing academic assistance

COMPUTER SKILLS: AutoCAD Primavera Scheduling
Autodesk Revit ICE 2000 Estimating
Adobe Photoshop Microsoft Office

ACTIVITIES: **Penn State Green Design Competition** – Best Architectural Solar Home Design
National Society of Black Engineers – Programs Chair/ Historian
Women in Engineering Program – Active member
Club Kreyol – Conference Co-Chair/ Director of Programs
Project Haiti– Fundraiser

REFERENCES: Available upon request