

# Drake Roman

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## Education

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### Bachelor of Science in Biosystems Engineering

Co-op/IIP Option

University of Manitoba

Expected Date of Graduation: May 20xx

## Engineering Skills

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### Biosystems Engineering/ Design

- Designed parts using SolidWorks to create various parts both individually and with a team.
- Performed engineering calculations to analyze and recommend appropriate materials.

### Project Management

- Worked with project team included engineering students of diverse backgrounds to determine design requirements, work requirements, and project timelines.
- Coordinated and developed Gantt charts to ensure overall success of project and deadlines were met by analyzing project to determine timeline and work division amongst team members.

### Communication

- Wrote technical reports including design models and cost analysis.
- Participated in weekly team meetings and wrote meeting minutes.
- Prepared presentations using PowerPoint to update team of project progress.

## Engineering Experience

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### Team Member

20xx – Present

Wind Energy Design Team, University of Manitoba

- Collaborated with engineering students to design and create mechanical parts.
- Designed 3D drawings using SolidWorks to meet standards and requirements.
- Created technical drawings for manufacturers.
- Collaborated with other engineering students to delegate tasks accordingly.

## Work Experience

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### Mini-University- Team Leader

University of Manitoba

Summer 20xx

- Organized and coordinated youth programs including planning daily activities and learning outcomes for participants with a focus on skill development and fun.
- Supervised and trained other junior leaders to lead groups of participants in daily activities.
- Handled inquiries and concerns of parents to ensure conflicts were resolved in a timely manner.

**Sales Associate**

20xx – 20xx

Staples Canada, Winnipeg, Manitoba

- Collaborated with team members to achieve high sales numbers in a fast-paced environment.
- Trained sales associates' in general day to day operation and best practices.
- Communicated effectively with customers to provide exceptional service.
- Participated in monthly safety meetings with management staff.

**Additional Skills**

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Computer:	Languages	- Python, MATLAB
	CAD software	- SolidWorks
	Hardware	- Electronic Circuits
	Software	- MS Word, Power Point, Excel, Outlook
Tools:	Table saws, miter saws, drill presses, belt sanders, CNC engravers.	
Welding:	MIG welding	
Licence:	Valid Driver's Licence	
Languages:	Fluent in English and French	

**Volunteering Experience**

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<b>Event Organizer</b>	20xx-Present
Orientation Day, University of Manitoba	
<b>Assistant Coach</b>	20xx-Present
Twins Atom Hockey Team	

**Memberships**

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<b>Member</b> , Toastmasters International	20xx-Present
<b>Student Member</b> , Engineers Geoscientists Manitoba	20xx-Present

**Awards**

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Dean's Honour List, Faculty of Engineering	20xx
Association of Professional Engineers of Manitoba Scholarship	20xx

**Interests**

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Music, Sports and Chess