

# JEREMY JEWART

<http://www.arche.psu.edu/thesis/eportfolio/2007/portfolios/JKJ114/>

## Permanent Address

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## Temporary Address

127 North Sparks Street Apt. #8  
State College, PA 16801  
email: jkj114@psu.edu

## Objective:

To seek long term employment with an Architectural/Construction Management Firm who will utilize my engineering and design capabilities.

## Education:

College:

The Pennsylvania State University, University Park, PA  
Bachelor of Architectural Engineering / Construction Management Option  
5 year ABET accredited program  
Current GPA: 3.19/4.0  
Anticipated Graduation Date: May 2007

## Related Computer Experience:

- Microsoft Office including Excel, PowerPoint, and Word
- Primavera (project manager scheduling)
- Mc^2 (construction management estimating)
- AutoCad 2000-2006
- Adobe Photoshop
- Dream Weaver
- Minitab
- MATLAB

## Related Work Experience:

Pennsylvania Department of Transportation, Indiana, PA

Summer 2005

- Interned as a construction safety inspector on behalf of the state
- Maintained an assistant supervisor and management position
- Oversaw 3 highway construction projects spanning 3 counties
- Preconstruction: Determined, marked out, and documented locations of road repair work.
- Construction: Oversaw and documented the construction paving process. Made sure the sub-contractor's work remained within proposed budget and adhered to state specifications.
- Post construction: Ensured adequate cleanup and made payments to the department for the sub-contractor's weekly work.

## Other Work Experience:

The American Café, Monroeville, PA

Summer 2006-Present

- Waiter (managed over \$2000/week in cash receipts)
- Enhanced skills in a high stress and upscale service industry

Ponderosa Steak House, Lower Burrell, PA

Summer 2002-Fall 2005

- Cook/Waiter/Cashier/Buffet/Dishwasher
- Learned to multitask and excel at a multitude of positions
- Acquired excellent communication skills

Melwood Stone and Supply, Lower Burrell, PA

Summer 2000-2001

- Landscaper/Mower & Trimmer
- Landscaped residential and private facilities
- Constructed retaining walls
- Established relationships with weekly customers

## Activities/Leadership:

College:

Blue & White Society, THON, Intramural Sports (Basketball, Softball, Volleyball)

High school:

Sports Varsity Basketball, Varsity Baseball (Co-Captain)

Clubs Pride Club (Vice President), Student Council (Vice President)

National Honor Society, Tutor, Meals on Wheels, Environmental Club, Telethon Committee

**References:** Available upon request