

# Jenna E. Marcolina

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## ❖ OBJECTIVE

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To obtain a full time position with a construction management company where I can apply my acquired knowledge and industry experience.

## ❖ EDUCATION

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**THE PENNSYLVANIA STATE UNIVERSITY**  
University Park, Pennsylvania

SPRING 2008 GRADUATION  
Cumulative GPA: 3.25

*Integrated Bachelor/Master of Architectural Engineering*

- 5 Year ABET Accredited Program
- Construction Management Option
- Scheduled to take the FE Exam October 2007
- **CAPSTONE PROJECT ELECTRONIC PORTFOLIO:** <http://www.engr.psu.edu/ae/thesis/portfolios/2008/jem412/>

*Computer Skills:* AutoCAD, Microsoft Office, Primavera, Prolog Manager, Revit

## ❖ WORK EXPERIENCE

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### **GILBANE BUILDING COMPANY**

*Project Engineer Intern*

Temple University Multipurpose Health and Science Center

- Created submittal register in Prolog; processed submittals
- Wrote RFI's
- Coordinated drawings
- Maintained record set of drawings for the project
- Developed schedules for MEP work

*Summer 2007*  
Philadelphia, PA

### **SBER CONSTRUCTION, LLC.**

*Project Engineer Intern*

Condos at 1209 North Charles Street

- Coordinated the installation of 90 caissons
- Reviewed as-built drawings and concrete break reports
- Tracked additional caisson excavation costs
- Presented safety talks at weekly subcontractor progress meetings
- Recorded meeting minutes

*Summer 2006*  
Baltimore, MD

**ROMANO'S MACARONI GRILL, Hostess**

*Summer 2005*

**T'DORI ITALIAN TAKE-OUT RESTAURANT, Server**

*Summer 2001-2006*

## ❖ PROFESSIONAL AFFILIATIONS

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**ORIENTATION LEADER** for incoming Penn State students

**PRESIDENT** of Phi Sigma Pi National Honor Fraternity, *Vice President 2006-2007*

Partnership for Achieving Construction Excellence, Student Chapter

Women in Engineering Program

## ❖ REFERENCES

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Available upon request