

# Kaia Ortiz

## Civil Engineering Intern

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📍 123 Main St, Baton Rouge, LA 70810

### STRENGTHS

- 💡 **Creative Problem Solver**  
Approached challenges with innovative solutions that benefited project designs and coordination.
- 🗣️ **Effective Communicator**  
Facilitated discussions and exchanges of ideas among diverse teams, ensuring project objectives were aligned.
- ✔️ **Detail-Oriented Contributor**  
Kept rigorous quality checks throughout project phases, contributing to high standards in engineering outcomes.
- 👥 **Team Player**  
Collaborated seamlessly within groups, encouraging input and creating a supportive environment for all.
- 🔄 **Adaptable Learner**  
Embraced new methodologies and technologies in engineering practice, showing readiness to evolve.

### SKILLS

AutoCAD Civil 3D

Drainage Modeling

Project Management

Team Collaboration

Communication Problem Solving

### LANGUAGES

English Native

Spanish Intermediate

### SUMMARY

Dedicated Civil Engineering student with hands-on experience in land development projects. Passionate about innovative design and sustainable engineering solutions. Collaborated on site designs, drainage modeling, and detailed project documentation. Engaged actively with teams to deliver quality work while embracing learning opportunities. Committed to making a difference in infrastructure initiatives through proactive participation. Strong communicator enthusiastic about contributing effectively in collaborative settings.

### EDUCATION

#### Bachelor's Degree in Civil Engineering

Louisiana State University 🎓 GPA: 3.5 📅 2027 📍 Baton Rouge, LA

*Coursework: Site Design, Drainage Modeling, Structural Analysis, Environmental Engineering*

### TECHNICAL SKILLS

- **Design Software:** AutoCAD, Civil 3D, SketchUp
- **Modeling Tools:** Hydraulic Modeler, HEC-RAS, XPSWMM
- **Analysis Software:** MATLAB, ArcGIS, SAS
- **Collaboration Platforms:** Microsoft Teams, Zoom, Slack
- **Surveying Equipment:** Total Station, GPS, Levels
- **Testing Equipment:** Flow Meters, Rain Gauges, Soil Test Kits
- **Project Management Tools:** Trello, Asana, Microsoft Project
- **Documentation Standards:** ISOs, AASHTO, ASTM
- **Environmental Regulations:** NEPA, Clean Water Act, Endangered Species Act
- **Construction Practices:** Site Supervision, Cost Estimation, Quality Assurance

### EXPERIENCE

#### Civil Engineering Intern

University Project 📅 January 2026 - Present 📍 Baton Rouge, LA

Assisted in various aspects of civil engineering projects, focusing on practical applications in land development. Worked on key phases from early planning through to construction, collaborating closely with Project Engineers and gaining insights into industry practices.

- Collaborated with a team to design a sustainable drainage system for a residential neighborhood project, enhancing site usability.
- Utilized AutoCAD to produce detailed site layout plans, ensuring compliance with local zoning regulations.
- Conducted site visits to assess project progress and assist in quality assurance during the construction phase.
- Supported the preparation of a comprehensive Drainage Impact Study, enhancing understanding of hydrological impacts.
- Assisted in cost estimation and quantity takeoff for project budgeting, improving financial planning accuracy.
- Engaged in weekly meetings to present project updates and receive feedback from peers and faculty advisors.

#### Research Assistant

Academic Research 📅 September 2025 - December 2025 📍 Baton Rouge, LA

Contributed to a research initiative on innovative land development practices. Focused on analysis and data collection to enhance project designs while fostering collaboration among team members.

## MY CAREER



- Civil Engineering Intern at University Project (6 Months)
- Research Assistant at Academic Research (3 Months)
- Student Project Developer at Capstone Project (9 Months)

- Supported a faculty-led project focused on innovative land development practices, contributing to data collection and analysis.
- Conducted literature reviews on civil design methodologies, enhancing project insights and recommendations.
- Assisted in designing model prototypes for urban drainage solutions, fostering team collaboration.
- Prepared presentations summarizing research findings for academic conferences, improving public speaking skills.
- Collaborated with diverse teams to develop project proposals, enhancing communication and teamwork abilities.
- Analyzed research data using statistical software, contributing to actionable insights for future projects.

### Student Project Developer

Capstone Project 📅 August 2025 - May 2026 📍 Baton Rouge, LA

Led efforts in design and implementation for a community park, emphasizing environmental sustainability and community engagement. Coordinated with peers to ensure timely project completion and holistic approaches.

- Led a capstone team in designing a community park, integrating environmental considerations into site planning.
- Developed grading plans and drainage solutions using CAD software, ensuring functional and aesthetic outcomes.
- Presented project designs to local stakeholders, receiving valuable feedback to foster community engagement.
- Coordinated timelines and deliverables among team members, improving workflow efficiency.
- Researched sustainable materials and construction methods, promoting eco-friendly practices in engineering.
- Evaluated project outcomes against initial goals, refining frameworks based on lessons learned.

### LEADERSHIP & AWARDS

- Dean's List, Louisiana State University (2024, 2025)
- First Place, University Engineering Design Competition (2025)

### CERTIFICATIONS

- AutoCAD Civil 3D Fundamentals Certification 📅 2026
- Professional Engineer (EIT) 📅 2026

### PROFESSIONAL AFFILIATIONS

- Member, Engineering Student Association (2024 – Present)
- Volunteer, Baton Rouge Habitat for Humanity (2023 – Present)

### ADDITIONAL INFORMATION

**Work Status** : Authorized to work in United States. No sponsorship required.

### REFERENCES

AVAILABLE ON REQUEST