

# Jaylen Callahan

## Electrical Engineer III-IV

☎ (312) 555-1234

✉ jaylen.callahan@email.com

🌐 linkedin.com/in/jaylen-callahan

📍 1234 Elm Street, Chicago, IL 60601

### STRENGTHS

- ✓ **Attention to Detail**  
Consistently produced accurate electronic schematics, reducing costly errors significantly on projects.
- 🗣️ **Communication Skills**  
Actively participated in design meetings, fostering transparency and immediate feedback channels among stakeholders.
- 👥 **Team Collaboration**  
Frequently collaborated with cross-functional teams, becoming a trusted advisor for systematic challenges across projects.
- 💡 **Analytical Thinking**  
Utilized critical thinking for assessing project requirements, resulting in effective strategies and solutions.
- 👤 **Mentorship**  
Guided junior staff through processes, building confidence and competence that's evident through their developments.

### SKILLS

Electrical system design

MEP coordination

CAD/BIM proficiency

Project management

Cost estimation LEED principles

Problem-solving

Technical documentation

Client interactions

Energy efficiency

Electrical calculations

Performance analysis

Sustainability practices

System integration

### SUMMARY

Compassionate Electrical Engineer with over 6 years in the MEP sector, proficient in critical facilities projects. Skilled at delivering intricate system designs while managing project coordination effectively. Possesses a solid educational foundation with a Bachelor's degree in Electrical Engineering and EIT certification. Deeply knowledgeable about LEED principles, demonstrating an aptitude for contributing to sustainable building practices. Significant experience collaborating with architecture and engineering teams ensures compliance with industry standards. A dependable team player who prioritizes clear communication and mentorship to promote success within diverse groups.

### EXPERIENCE

#### Electrical Engineer

Innovative Engineering Solutions 📅 January 2021 - Present 📍 Chicago, IL

Lead electrical engineer responsible for designing complex systems for critical facilities projects. Oversee collaboration with project teams, ensuring all designs meet client expectations and comply with regulations. Engage with contractors and clients effectively to optimize project outcomes and mitigate potential issues.

- Directed multiple critical facility projects, guaranteeing strict adherence to industry guidelines and timelines.
- Designed intricate electrical systems, utilizing advanced software tools for layouts and calculations, boosting project efficiency.
- Collaborated closely with architects and contractors to integrate systems, fostering cooperative relationships and minimizing redesigns.
- Mentored junior engineers, enhancing their technical skills and knowledge through workshops and hands-on training.
- Conducted thorough feasibility analyses alongside cost estimations which aided in timely, budget-conscious decisions.
- Presented project updates succinctly during stakeholder meetings, encouraging dialogues that address potential challenges.

#### Junior Electrical Engineer

Tech Dynamics Corporation 📅 June 2018 - December 2020 📍 Chicago, IL

Contributed as a key member of electrical design initiatives for both commercial and industrial setups. Gained proficiency by collaborating closely with senior engineers on multifaceted projects in the MEP domain.

- Assisted in developing electrical system designs, which heightened engagement with innovative real-world applications.
- Employed sophisticated CAD tools to create accurate dimensional drawings under senior guidance, ensuring precise execution.
- Partook in coordination meetings aimed at refining collaborative efforts leading to efficient project workflows.
- Drafted comprehensive documentation materials, including revisions that improved clarity for CAD personnel.
- Supported proposal drafting processes, utilizing insights from performance assessments to enhance client trust.
- Engaged continually in learning opportunities such as industry workshops, nurturing professional growth.

#### Electrical Engineering Intern

Green Solutions Group 📅 June 2016 - May 2018 📍 Chicago, IL

Participated actively in the creation of sustainable energy solutions for diverse sectors. Collaborated on projects emphasizing energy efficiency and adherence to environmentally friendly guidelines.

Regulatory compliance

Quality assurance

## LANGUAGES

English Native

Spanish Intermediate

## MY CAREER



● Electrical Engineer at Innovative Engineering Solutions (5.5 Years)

● Junior Electrical Engineer at Tech Dynamics Corporation (2.5 Years)

● Electrical Engineering Intern at Green Solutions Group (1.9 Years)

- Played a vital role in designing greener electrical systems while adhering to stringent LEED guidelines.
- Worked alongside engineers in analyzing system performances, allowing practical insights for optimization efforts.
- Assisted in creating technical reports and client presentations maintaining high standards of professionalism.
- Developed familiarity with CAD and BIM software tools, growing essential skills in technical aspects.
- Researched recent trends in electrical technologies, introducing novel concepts into ongoing project evaluations.

## LEADERSHIP & AWARDS

- Achieved 'Engineer of the Month' recognition for exceptional project delivery and teamwork.
- Received commendation from management for extraordinary oversight in a multi-million dollar green renovation project.

## EDUCATION

### Bachelor of Science in Electrical Engineering

University of Illinois at Chicago 🎓 GPA: 3.7 📅 2016 📍 Chicago, IL

**Coursework:** *Digital Circuit Design, Power Systems, Control Systems, Renewable Energy Technologies*

## CERTIFICATIONS

- Engineer in Training (EIT) 📅 2016
- LEED Green Associate 📅 2017

## TECHNICAL SKILLS

- **Design Software:** AutoCAD, Revit, SketchUp
- **Electrical Standards:** NEC, NFPA, IEC, IEEE
- **Calculating Software:** ETAP, SKM, MATLAB
- **Project Management Tools:** MS Project, Trello, Asana
- **Collaboration Platforms:** Microsoft Teams, Slack, Zoom
- **Modeling Tools:** BIM 360, Navisworks, Civil 3D
- **Documentation Systems:** SharePoint, Confluence, Dropbox
- **Presentations Software:** Microsoft PowerPoint, Google Slides, Canva
- **Reporting Tools:** Tableau, Crystal Reports, Power BI
- **Analysis Software:** Rhinoceros, ANSYS, SolidWorks

## PROFESSIONAL AFFILIATIONS

- Active member of the Society of Electrical Engineers, participating in community outreach programs.
- Member of the American Society of Mechanical Engineers, enhancing professional network and knowledge sharing.

## ADDITIONAL INFORMATION

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

## REFERENCES

AVAILABLE ON REQUEST