

# Jaylen Callahan

☎ (312) 555-1234 ✉ jaylen.callahan@email.com 🔗 linkedin.com/in/jaylen-callahan 📍 1234 Elm Street, Chicago, IL 60601

## 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** January 2021 - Present  
Innovative Engineering Solutions 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** June 2018 - December 2020  
Tech Dynamics Corporation 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** June 2016 - May 2018  
Green Solutions Group 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.

- 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** 2016  
University of Illinois at Chicago GPA: 3.7 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

## 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
- Regulatory compliance
- Quality assurance

## 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.

## LANGUAGES

- English (Native)
- Spanish (Intermediate)

## ADDITIONAL INFORMATION

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

## REFERENCES

AVAILABLE ON REQUEST