

# Alan Hensley

(406) 555-1234 ✉ alan.hensley@email.com

🌐 linkedin.com/in/alanhensley 📍 1234 Maple St, Helena, MT 59601



## SUMMARY

Dedicated civil engineer with over four years of experience in project management, planning, and design within the civil engineering field. Proficient in utilizing AutoCAD Civil3D for drafting and analysis while ensuring compliance with local, state, and federal regulations. Strong analytical skills enhance problem-solving efficiency, allowing for successful navigation of project challenges. Skills in collaboration empower effective teamwork across multidisciplinary environments, contributing to enhanced project outcomes. Commitment to fostering professional growth within teams supports a positive workplace culture focused on excellence and innovation.

## EXPERIENCE

### Midlevel Civil Engineer

January 2023 - Present

Innovative Engineering Solutions

Bozeman, MT

In this role, lead civil engineering projects, ensuring technical excellence and regulatory compliance. Collaborate effectively with cross-functional teams and public agencies to deliver high-quality results.

- Led multiple civil engineering projects from initiation through completion while complying with regulatory standards.
- Conducted complex engineering calculations and evaluations to support project requirements.
- Utilized AutoCAD Civil3D for drafting intricate design plans and technical documents.
- Mentored junior engineers, enhancing their skills and expanding team capabilities.
- Engaged directly with public agencies to secure permits and approvals.
- Coordinated project timelines and budgets, aligning them with client objectives.

### Civil Engineer

June 2020 - December 2022

Greenfield Engineering

Missoula, MT

Served as a civil engineer managing a variety of tasks for regional projects, where stakeholder communications were key to success. Developed innovative solutions to meet engineering standards.

- Managed diverse civil engineering tasks including site design, grading, and drainage regulation.
- Performed significant engineering calculations leading to compliant submittals and enhancements to workflows.
- Facilitated all communication with clients throughout project phases to secure satisfaction and consistent feedback.
- Prepared feasibility studies and environmental assessments that informed strategic decisions.
- Collaborated actively with multidisciplinary teams to develop comprehensive project outcomes.
- Maintained strong client relationships resulting in recurrent engagement and recommendations.

### Junior Civil Engineer

June 2018 - May 2020

Blue Sky Construction

Helena, MT

Contributed to various civil engineering tasks under the supervision of senior engineers. Focused primarily on documentation accuracy and quality assurance throughout project phases.

- Supported project execution by developing detailed engineering drawings using AutoCAD.
- Conducted site assessments to collect necessary data for analytical processes.
- Assisted in compiling bid proposals which helped secure new projects for the firm.
- Liaised with construction teams to ensure adherence to engineering specifications during builds.
- Organized project records meticulously following company and industry guidelines.
- Enhanced documentation processes based on ongoing learning and experience gained from projects.

## LEADERSHIP & AWARDS

- Outstanding Young Engineer of the Year, 2023
- Best Project Award for Environmental Studies, Innovative Engineering Solutions, 2024

## EDUCATION

### Bachelor of Science in Civil Engineering

2020

University of Montana GPA: 3.5

Montana

**Coursework:** Hydraulics, Structural Analysis, Geotechnical Engineering, Environmental Engineering

## CERTIFICATIONS

---

- Engineer-in-Training (EIT) 📅 2021
- AutoCAD Civil3D Certification 📅 2022

## TECHNICAL SKILLS

---

- **Design Software:** AutoCAD Civil3D, MicroStation, Revit
- **Project Management Tools:** Trello, Asana, Microsoft Project
- **Surveying Equipment:** Total Stations, GPS Units, Leveling Instruments
- **Construction Standards:** ASTM, ACI, AASHTO
- **Analysis Software:** MATLAB, SAP2000, RISA
- **GIS Tools:** ArcGIS, QGIS, Google Earth
- **Document Control Systems:** SharePoint, Documentum, Procore
- **Presentation Software:** Microsoft PowerPoint, Prezi, Canva
- **Compliance Management:** Risk Assessment, ISO, CE Marking
- **Communication Tools:** Slack, Zoom, Microsoft Teams

## SKILLS

---

- AutoCAD Civil3D
- Project Management
- Civil Engineering Design
- Regulatory Compliance
- Technical Documentation
- Client Relations
- Engineering Calculations
- Permitting Processes
- Mentoring
- Field Work
- Environmental Assessments
- Site Design
- Stakeholder Communication
- Grading and Drainage
- Interdisciplinary Collaboration
- Quality Assurance/Control

## PROFESSIONAL AFFILIATIONS

---

- American Society of Civil Engineers (ASCE) Member
- National Society of Professional Engineers (NSPE) Member

## LANGUAGES

---

- English (Native)
- Spanish (Intermediate)

## ADDITIONAL INFORMATION

---

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

## REFERENCES

---

AVAILABLE ON REQUEST