

# Elijah Reeves

## Professional Engineer, Mechanical

📞 (612) 555-7890

✉️ [elijah.reeves@email.com](mailto:elijah.reeves@email.com)

🌐 [linkedin.com/in/elijahreeves](https://www.linkedin.com/in/elijahreeves)

📍 123 Engineering Way, Minneapolis, MN 55401

### STRENGTHS

- 👥 **Collaboration**  
Successfully promotes teamwork by integrating various expert opinions, benefiting project outcomes through rounded perspectives.
- 💬 **Communication**  
Capable of translating intricate engineering concepts into relatable language, facilitating better stakeholder engagement and project vision.
- ♥️ **Problem Solving**  
Exceptional in identifying challenges and devising strategic solutions that address technical issues and enhance project trajectories.
- 🔄 **Adaptability**  
Eagerly embraces changes in project scope, readily adjusting strategies to meet new demands and maintain strong focus on results.
- 👤 **Leadership**  
Encouraging peers through constructive feedback, creating an environment where ideas flourish and innovation abounds.

### SKILLS

- HVAC Design
- Energy Modeling
- Project Management
- AutoCAD and Revit MEP
- Technical Specifications
- Construction Administration
- Facility Load Calculations
- Cost Estimation
- Building Code Compliance
- Regulatory Standards
- Team Collaboration
- Client Communication

### SUMMARY

Mechanical Engineer with over five years' experience in HVAC design and sustainability. Passionate about energy modeling, optimizing system performance, and ensuring compliance with regulations. Proven ability to manage multi-disciplined projects effectively while fostering collaboration among teams. Skilled communicator, adept at presenting complex ideas clearly to clients and stakeholders. A Registered Professional Engineer committed to delivering impactful solutions. Enjoy engaging with clients during presentations and building lasting relationships through reliable project delivery. Excited to contribute expertise in mechanical systems to drive versatile engineering solutions.

### EXPERIENCE

#### Senior Mechanical Engineer

Innovative Engineering Solutions 📅 January 2021 - Present 📍 Bloomington, MN

Lead engineer for the design and implementation of innovative HVAC systems for commercial structures. Collaborates closely with interdepartmental teams on multiple parallel projects, optimizing processes and encouraging sustainable practices.

- Design HVAC systems that align with code requirements and client specifications enhancing performance.
- Conduct energy modeling and life cycle cost analysis for improved energy efficiency.
- Oversee all phases of construction administration, including inspections, assessments, and quality control.
- Manage project timelines meticulously, preparing fee estimates and addressing RFPs within tight deadlines.
- Perform facility load calculations thoroughly, resolving design concerns to maximize operational efficacy.
- Mentor junior engineers, supporting their development and technical knowledge within the team.

#### Mechanical Engineer

Engineering Solutions Group 📅 June 2018 - December 2020 📍 Milwaukee, WI

Contributed to extensive industrial projects by designing ductwork and piping systems. Fostered strong partnerships with cross-functional teams, improving integration between mechanical and other disciplines.

- Developed comprehensive technical specifications and accurate construction cost estimates alongside drafting teams.
- Participated actively in client meetings effectively articulating technical proposals and delivering engaging presentations.
- Executed inspections and site assessments assuring designs met or exceeded regulatory standards.
- Utilized AutoCAD and Revit MEP extensively for high-quality precision in engineering documentation.
- Collaborated on fire protection system designs, generating air balance diagrams, promoting safety within facilities.
- Implemented project feedback loops, increasing satisfaction rates and valuable insights for future engagements.

#### Junior Mechanical Engineer

Tech Innovations Inc. 📅 July 2016 - May 2018 📍 Downers Grove, IL

Gained foundational mechanical engineering skills by supporting the design and analysis of HVAC systems in commercial environments. Developed valuable technical documentation crucial to project success.

- Assisted in the preparation of detailed reports, specifications, and documentation for various projects enhancing clarity.

Construction Inspections

Process Optimization

Fire Protection Systems

## LANGUAGES

English Native

Spanish Intermediate

## MY CAREER



- Senior Mechanical Engineer at Innovative Engineering Solutions (5.4 Years)
- Mechanical Engineer at Engineering Solutions Group (2.5 Years)
- Junior Mechanical Engineer at Tech Innovations Inc. (1.8 Years)

- Engaged in energy modeling using industry-standard software contributing to performance evaluation initiatives.
- Facilitated communication with cross-disciplinary teams ensuring consistent integration across engineering functions.
- Participated in site visits documenting findings and recommending improvements which led to optimized installations.
- Contributed user-friendly representations of designs in discussions with clients that clarified expectations and reduce misunderstandings.
- Supported quality tracking efforts successfully, leading to timely project completions without major issues.

## LEADERSHIP & AWARDS

- Employee of the Month - January 2023: Recognized for outstanding leadership on a key project involving HVAC system redesign.
- Leadership Award - 2022: Honored for mentoring junior engineers and significantly improving team productivity.

## EDUCATION

### Bachelor's Degree in Mechanical Engineering

University of Minnesota 🎓 GPA: 3.5 📅 2016 📍 Minneapolis, MN

*Coursework: Thermodynamics, Fluid Mechanics, HVAC Design, Building Systems Analysis*

## CERTIFICATIONS

- Professional Engineer (PE) 📅 2020
- LEED Accredited Professional 📅 2019

## TECHNICAL SKILLS

- **Engineering Software:** AutoCAD, Revit MEP, Trane Trace 3D
- **Project Management Tools:** Trello, Asana, Microsoft Project
- **Communication Tools:** Slack, Microsoft Teams, Zoom
- **Analysis Tools:** EnergyPlus, HAP, TRACE
- **Document Management Tools:** Bluebeam, SharePoint, Google Drive
- **Documentation Standards:** ISO, ASHRAE, NFPA
- **Data Visualization Tools:** Tableau, Excel, MATLAB
- **Collaboration Platforms:** Microsoft OneDrive, Dropbox, Confluence
- **Piping Design Software:** CAESAR II, AutoPIPE, PIPE-FLO
- **Load Calculation Software:** TRACE, EnergyPlus, HAP

## PROFESSIONAL AFFILIATIONS

- American Society of Mechanical Engineers (ASME) - Active member since 2017, participating in local event organization.
- National Society of Black Engineers (NSBE) - Engaging with youth programs and inspiring the next generation of engineers.

## ADDITIONAL INFORMATION

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

## REFERENCES

AVAILABLE ON REQUEST