

# Linh Wiggins

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1234 Maple Avenue, Seattle, WA 98101

## SUMMARY

Dedicated civil engineer with over six years of experience in transportation projects. Skilled in managing complex design tasks and fostering fruitful collaborations among project teams and stakeholders. Proven capability to lead junior engineers while ensuring the diligence needed to meet client expectations. Commitment to delivering superior engineering solutions that align with industry standards. Eager to bring strong technical writing skills, proficiency in software like MicroStation and Civil 3D, and a results-driven mindset to new challenges at WSP.

## EXPERIENCE

### Senior Civil Engineer

March 2022 - Present

Innovative Engineering Solutions

*Renton, WA*

The role involves leading diverse transportation projects, providing valuable guidance to team members, and maintaining overall project integrity through quality assurance measures. Engaged with clients, ensuring their expectations were surpassed while coordinating closely with project managers to deliver excellent outcomes.

- Managed transportation project delivery for various clients across multiple states firmly sticking to budgetary constraints.
- Guided junior engineers, facilitating their development through hands-on mentorship tailored to address skill gaps.
- Ensured compliance by implementing stringent quality assurance practices, resulting in consistently achieving high client satisfaction.
- Crafted detailed technical documents utilizing Civil 3D, enabling streamlined approvals from public agencies.
- Maintained proactive communications with stakeholders to enhance project collaboration and resolution of potential conflicts.
- Monitored project progress effectively, adjusting plans as necessary to achieve timely completion.

### Civil Engineer

June 2018 - February 2022

Greenway Engineering

*Bellevue, WA*

Focused on infrastructure project execution, particularly in roadway and utility design within local regulatory frameworks. Developed collaborative relationships with teams to ensure effective management of project goals and budgets.

- Executed complex designs for infrastructure projects, enhancing functionality and safety to improve community transport networks.
- Supported capacity planning and project scheduling, optimizing resource allocation for improved engagement.
- Leveraged Software such as MicroStation and OpenRoads to create accurate engineering designs contributing to project efficiency.
- Conducted field assessments applying theoretical knowledge to real-world challenges, significantly refining project outputs.
- Fostered positive working relationships with clients and regulatory authorities, securing successful project endorsements.
- Participated in proposals that aided in contract acquisition, showcasing innovative ideas recognized within the firm.

### Junior Civil Engineer

January 2016 - May 2018

Civil Design Group

*Tacoma, WA*

Contributed to civil engineering project developments focusing primarily on transportation infrastructure improvements. Worked collaboratively in multi-disciplinary teams to successfully execute project designs.

- Assisted in preparing comprehensive technical reports detailing engineering calculations which facilitated decision-making.
- Supported project management by tracking milestones and reporting project statuses to the supervising engineers.
- Engaged in continuous professional development, actively seeking out trends in civil engineering technology for personal growth.
- Served as a cooperative resource within teams to forge consensus on project strategies requiring innovative solutions.
- Participated in cross-functional discussions, ensuring all design decisions met established guidelines and requirements.
- Enhanced skills in practical applications of engineering principles through peer-led training sessions.

## LEADERSHIP & AWARDS

- Outstanding Project Management Award at Innovative Engineering Solutions for exceptional leadership on high-stakes transportation projects.
- Recognition from Greenway Engineering for exemplary teamwork and contribution to major infrastructure design initiatives.

## EDUCATION

### Bachelor's Degree in Civil Engineering


2015

University of Washington GPA: 3.6

*Seattle, WA*

**Coursework:** Structural Design, Environmental Engineering, Transportation Planning, Surveying

## CERTIFICATIONS

- Engineer in Training (EIT)  2021

- Civil 3D Certified User 📅 2022

## TECHNICAL SKILLS

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- **Design Software:** MicroStation, OpenRoads, Civil 3D
- **Office Software:** Microsoft Office Suite, Revu Suite, Document Control Software
- **Communication Tools:** Email, Slack, Teams
- **Project Management Tools:** Asana, Trello, MS Project
- **Quality Control Methods:** QC Checklists, Peer Reviews, Field Inspections
- **Civil Engineering Practices:** Design Standards, Permitting Processes, Safety Regulations
- **Field Tools:** GPS, AutoCAD, Survey Equipment
- **Analytical Software:** MATLAB, Excel, R
- **Presentation Tools:** PowerPoint, Prezi, Google Slides
- **Collaboration Platforms:** SharePoint, Confluence, Box

## SKILLS

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- Civil Engineering Design
- Project Management
- Client Relations
- Quality Assurance
- Technical Documentation
- MicroStation
- OpenRoads
- Civil 3D
- Microsoft Office Suite
- Field Investigation
- Infrastructure Planning
- Regulatory Compliance
- Stakeholder Engagement
- Engineering Calculations
- Software Proficiency
- Mentoring

## PROFESSIONAL AFFILIATIONS

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- Active member of the American Society of Civil Engineers (ASCE), participating in networking events and industry workshops.
- Volunteered for community outreach programs focused on educating youth about civil engineering careers and sustainability.

## LANGUAGES

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- English (Native)
- Spanish (Intermediate)

## ADDITIONAL INFORMATION

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

## REFERENCES

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AVAILABLE ON REQUEST