

Kelly Arnold

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OBJECTIVE

To obtain an internship in Architectural Engineering where I can apply my knowledge and gain a better understanding of the career field.

EDUCATION

University of Nebraska-Lincoln | Omaha, NE

Masters of Architectural Engineering

May 2024

Bachelor of Science in Architectural Engineering

May 2023

EXPERIENCE

Nanny (multiple employers) | Omaha, NE

May 2015 to present

Child Care-taker

- Manage children's schedules by communicating with others and adapting plans
- Transport kids to events and activities by preparing for prompt arrival
- Maintain a clean home by working ahead on tasks when not prompted to

Canon Electric | Gretna, NE

February 2017 to present

Book Keeper / Filing

- Update system on ship tickets and invoices by matching important documents efficiently
- Inform providers when there are inconsistencies in orders by communicating in a professional manner
- Manage documents and organize past orders to keep orders easily accessible for business owners

RELEVANT COURSEWORK

- Calculus I-II
- Calculus III (in-progress)
- MATLAB
- Physics (trig-based)
- Intro to Engineering
- Intro to Architectural Engineering (in-progress)

SKILLS

- Spanish (intermediate)
- AutoCAD
- REVIT
- MATLAB
- Microsoft Office

HONORS & ACTIVITIES

Scott Scholar

August 2019 to Present

Women in Engineering

August 2019 to Present