

Natasha Singh  
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**SUMMARY (Use these 5 headings, exact words)**

**MECHANICAL EIT | TECHNICAL SUPPORT | 3D SOLID MODELLING (headline)**

Mechanical Engineering Graduate with work ( JSA Automation Systems ) and academic focus on material handling systems, including, design, finite element analysis ANSYS, Nastran, 3D solid modeling AutoCAD, REVIT, and data analysis, using complex calculation software, numeric computation, MATLAB. Experience providing support to multi-disciplinary teams at JSA, including Senior Engineer, draft team and volunteered to welcome 2 different clients to the company and provide formal introductions to the group prior to client presentations. Read RFQ's and edited for spelling and grammar and found a technical discrepancy that I brought to the attention of the Senior Engineer.

Worked at McDonald's, throughout high school and University school years, in a very fast-paced environment. Was recognised for my ability to remain calm under pressure dealing with constant interruptions and customer support requirements and within 8 months was promoted to crew chief and the youngest crew chief ever at this McDonald's site. *(Use everything you have)*

Enjoy innovating- designed and instant hot water system for a high school friend for his hot dog cart. Assembled components from Home Depot and created a copper coil system that was pumped manually through his barbecue propane burner providing instant hot water, received fire department inspection pass, thereby substantially lowering his launch costs.

Fluently bilingual: French and English

Keen interest in automation and material handling systems, construction and learning REVIT *(wild card- key you don't have)*

**SKILLS (critical, all your tech words)**

AutoCAD | REVIT | ANSYS | Nastran | MATLAB | RFQ editing | 3D solid modelling | material handling systems  
Technical support | customer support | finite element analysis | FEA | Microsoft Word | Microsoft Excel | Fluently Bilingual

**EDUCATION**

University of Windsor, BAsc Mechanical Engineering, GPA 4.2 (enter if good), May 2018

Ecole Secondaire Charlebois, French High School, Ottawa, ON, May 2015

**EXPERIENCE**

**JSA Automation Systems**

Mechanical Engineering Summer Intern 05/2017 -09/2017 *(most relevant first)*  
*(arrange by company, Job title, then date, format numerical- mth/yr)*

Assisted, supported and technical resource for Senior Engineer and multidisciplinary team of technicians with the design of a material handling system for Ford. Our team worked on a 2.5-month deadline to deliver the system. Designed with AutoCAD, conveyor support systems. Did calculations using MATLAB and tested structure using Nastran for finite element analysis. Reviewed and edited an RFP for GM. Volunteered to greet and introduce Ford Engineers to our design team prior to the Senior Engineer's presentation to the Ford team.

**McDonald's Restaurant Franchise**

Crew Chief 06/2012 – to present

Promoted within 6 months to crew chief from crew member. Learnt how to deal with difficult customers in a diplomatic fashion in high pressure fast paced environment. Develop leadership skills through management of 8-person team. Recognised as fair and level headed and calm under pressure. Ability to quickly troubleshoot problems with speed, equipment breakdown and short staff situations. One 2 awards for innovative solutions for temporary fixing a drink machine- and avoiding a catastrophic melt down of a fryer when 2 fail safe systems failed

**PROFESSIONAL ASSOCIATIONS**

Professional Engineers of Ontario, Registered Engineering Intern EIT

May 2018- to present