

Amina Patel

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SUMMARY

Detail-oriented Project Engineer with over 5 years of experience in managing engineering projects from concept to completion. Proven track record in improving project efficiency by up to 30% through effective coordination and innovative problem-solving.

EXPERIENCE

Project Engineer

Jan 2022 - Present

Tech Innovations Inc., San Francisco, CA

- Led cross-functional teams in the successful completion of projects amounting to over \$2M, achieving a 25% reduction in project delivery time.
- Implemented Lean methodologies that improved workflow efficiency by 30%, resulting in significant cost savings.
- Managed project schedules and budgets, consistently delivering projects within 10% of the estimated costs.

Junior Project Engineer

Jun 2018 - Dec 2021

GreenBuild Solutions, Los Angeles, CA

- Assisted in the management of multi-million dollar construction projects, contributing to a 15% increase in client satisfaction ratings.
- Developed project documentation and reports using AutoCAD and MS Project, enhancing project tracking and communication.
- Coordinated with subcontractors and suppliers, achieving a 20% reduction in material costs through effective negotiation.

Intern - Project Engineering

May 2017 - Aug 2017

Global Engineering Corp., Austin, TX

- Supported senior engineers in the planning and execution of engineering projects, learning project management best practices.
- Conducted site inspections and quality assurance checks, ensuring compliance with safety and quality standards.

EDUCATION

Bachelor of Science in Civil Engineering

May 2018

University of California, Berkeley, Berkeley, CA • GPA: 3.7

SKILLS

Technical Skills: Project Management, Lean Manufacturing, AutoCAD, MS Project

Tools & Frameworks: Primavera P6, SAP ERP, Microsoft Office Suite