

AMANDA M. MELENDEZ MALDONADO

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EDUCATION

University of Puerto Rico at Mayagüez

B.S. in Chemical Engineering

Expected Graduation: June 2021

GPA: 2.80

LEADERSHIP

Engineering in Medical and Biology Society IGEM Team (EMBS-IGEM)

Secretary

May 2018 – October 2018

- Responsible for documenting meetings, scheduling appointments, and drafting official documents.

Society of Women Engineers (SWE)

Vice President

July 2018 – Present

- Responsible for organizing the member induction ceremony held during November.
- Continuously collaborating with chapter president in the making of decisions.

Vice President of Outreach

July 2017 – June 2018

- Led, WOW! That's Engineering, an activity that exposes young girls to STEM careers.
- Coordinated monthly talks and orientations about engineering to middle and high school students.
- Organized two major activities that impacted over 300 children.

WORK EXPERIENCE

Los Pinos Picoteo y más, Bar and Grill

(Cabo Rojo, P.R.)

Waitress

January 2019 – March 2019

- Consistently provided friendly guest service and heartfelt hospitality.
- Demonstrated integrity and honesty while interacting with guests, team members and managers.

Animal Sanctuary San Francisco de Asís (SASFA)

(Cabo Rojo, P.R.)

Assistant

April 2017 – January 2018

- Supplied food, water and personal care to 150 sheltered animals.
- Provided animal care, dog walking, cat and dog bathing.

ACTIVITIES

SWE National Conference WE'17

(Austin, TX)

Witnessed

October 2017

- Attended professional development workshops.
- Improved networking skills by socializing with recruiters and SWE members from around the USA.

VOLUNTEER

SWE WOW! That's Engineering

April 2017

- Managed attendance record for participating students.
- Presented projects related to STEM and explained how engineering was involved in them.

SKILLS

> Languages: English and Spanish

> Laboratory: Gas Chromatography Injection and Mass Spectroscopy

> Software Tools: MATLAB (beginner), AutoCAD (beginner)