

# KATIE HIMES

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## OBJECTIVE

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To obtain a co-op or internship in electrical engineering.

## EDUCATION

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**Michigan Technological University**, Houghton, MI Fall 2002 – Present

*Bachelor of Science in Electrical Engineering Expected May 2007*

- EE courses completed or in progress include: Linear Systems and Control, Electronics, Electromagnetic Applications, Signal Processing, Digital Logic, Microcontrollers, Circuits, and laboratory courses
- Project Engineer in the MTU Wireless Communication Enterprise, a virtual company that provides technological solutions to sponsors in industry and government. I am involved in a Samsung-sponsored project in the field of assistive technology for the disabled. Our eleven-member team is also collaborating with students at Korea University who are starting an Enterprise Program of their own.

**Wausau West High School**, Wausau, WI

August 1998 – May 2002

- Completed College Board Advanced Placement examinations in four core subject areas
- 3.8/4.0 GPA, Honor Roll

## SKILLS

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**Laboratory skills:** Many hours of experience using oscilloscopes, function generators, stepper motors, many varieties of ICs, and the Motorola 6811 microcontroller.

**Programming languages:** Java, Assembly, Verilog, Pascal

**Software:** MATLAB, Mathematica, Mathcad, OrCAD PSpice, LabView, I-DEAS, MS Office

**Operating Systems:** Windows, Linux, Unix, Solaris

## WORK EXPERIENCE

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**Copper Country Suzuki Association**, Houghton, MI

April 2003 – Present

Youth Symphony Manager, Violin Group Class Teacher

- Mentor and educate middle- and high-school orchestra students
- Also responsible for many administrative duties

**SterilMed, Inc.**, Maple Grove, MN

Summers 2002 – 2005

Customer Service, Accounting, and Receptionist Roles

- Streamlined data analysis procedures for multiple departments within the company
- Solved problems with accessibility of customer data and sales reporting using Microsoft Excel queries, PivotTables, macros, and complex formulas
- Completed time study of 40 production employees, allowing promotions to be given appropriately
- Assisted customers daily with efficiency and professionalism

**Michigan Technological University**, Houghton, MI

August 2003 – May 2004

Douglass Houghton Hall Desk Receptionist

- Sales, equipment rental, mail distribution, and general customer service

## AWARDS RECEIVED

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National Merit Scholarship Finalist

AP Scholar – for examinations in Calculus, Chemistry, European History, and Literature

Michigan Technological University Merit Scholarship and Academic Excellence Award

## ACTIVITIES AND LEADERSHIP

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MTU Research Scholars Program Secretary and Committee Chair, Fall 2002 – Present

MTU Electrical Engineering Department Undergraduate Advisory Committee, Spring 2003 – Present

Keweenaw Symphony Orchestra: Member, Fall 2002 – Present; Section Leader, 2003 – Present

Violin lessons and Concertmaster and Section Leader Positions in many orchestras, 1996 – Present

Wausau West High School Math Team Member, 1998 – 2002