

Colleen Sale

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901-449-1223

EDUCATION	Bachelor of Science in Mechanical Engineering University of Memphis, Memphis TN Expected Graduation Date: May 2021 GPA: 3.85
SKILLS	Windows Operating Systems, Proficiency in Microsoft Office Unigraphics NX CAD, AutoCAD, SolidWorks, FEA, Mechanical Design and Analysis
EXPERIENCE	<p>Promotional Representative, Feb 2018 - Present <i>The Agar, Memphis TN</i></p> <ul style="list-style-type: none">• Worked at various Kroger locations and demonstrated reliability by working every shift• Promoted the Kroger App• Was a positive representative of Agar and Kroger and provided quality customer experience <p>Material Handler, Dec 2017 - Jan 2018 <i>FedEx Express, Memphis TN</i></p> <ul style="list-style-type: none">• Handled packages with care• Worked as a team member to ensure efficiency• Listened to and followed instructions from Team Leaders <p>IT Assistant, Aug 2016 - Aug 2017 <i>Solutions for Accounting Software, Memphis TN</i></p> <ul style="list-style-type: none">• Provided support to employees with computer problems• Troubleshooted email issues• Set up computers remotely and on site• Installed software as needed for individual employees• Upgraded computer memory <p>Farm Hand, June 2016 - Aug 2017 <i>5H Farms, Memphis TN</i></p> <ul style="list-style-type: none">• Cared for livestock, sheep and horses• Cut, baled and stacked hay• Transported equipment between properties• Performed equipment checks and maintenance
AWARDS	Recipient of the Herff Engineering Merit Scholarship, August 2017 Recipient of Presidential Scholarship, August 2017 Recipient of Hope Merit Scholarship, August 2017 Helen Hardin Honors College Dean's List, Fall 2017
VOLUNTEER	St. Mary's soup kitchen, Aug 2017 - Present Living for Christ Restoration House, May 2017 – Aug 2017 The Sisters Charity, Dec 2016 – Feb 2017