

**Biomedical Engineering | Technical Communications | Product Design | Process Improvement**

Highly motivated Engineering Project Manager skilled in product design, technical communications, biomedical engineering and process improvement. Experienced in product development, medical device design, stakeholder engagement, and risk assessment. Innovative self-starter who holds a strong commitment to client satisfaction and continuous improvement. Employs strong collaboration and consulting capabilities to lead teams and ensure project objectives are aligned with company goals. Proven track record for delivering award-winning projects that exceed expectations, grow revenue, improve workflows, and achieve operational excellence.

**Core Competancies:**

- Biomedical Engineering
- Process Improvement
- Risk Assessment
- Technical Communication
- Project Management
- Analysis and Reporting
- Stakeholder Engagement
- Team Leadership
- Product Design

**AWARDS: Mickelson Design Award, First Place; Robert B. Taggart Best Design Award**

**PROFESSIONAL AFFILIATIONS**

- Biomedical Engineering Society (BMES)
- Society of Women Engineers (SWE)
- The Project Manager Network
- Northwestern University Alumni

**PROFESSIONAL EXPERIENCE**

Petrotechnical Resources of Alaska, LLC | Seattle, WA                      October 2018 – Present

**Engineering Project Manager**

- Manages projects for oil and gas consultancy to complete technical work for clients
- Streamlines internal processes for management of complex projects
- Advises senior leadership on steps to improve team culture and cohesiveness
- Manages various compliance projects, including the updating and maintenance of Health, Safety and Environmental (HSE) manual to ensure OSHA compliance

**Key Accomplishments:**

- Managed project to draft permit for an oil field Class 2 Disposal Well on behalf of client
  - Defined project structure, determined critical success factors, and achieved goals despite major expansion of the project scope; remained on target for deadlines, budget, and quality standards
  - Worked with cross-functional team to define key deliverables based on needs of the client; tracked completion of deliverables and regularly communicated project status to leadership
  - Ensured timely completion of tasks and collaborated with project lead to identify and address potential risks
- Developed proposal to potential client that was awarded, will yield \$15 Million in revenue over the next 5 years
- Following client inquiry, launched program using independent data analysis to demonstrate that PRA wellsite geologist were performing equivalently to competition
  - Developed an algorithm for quantifying tortuosity in the wellbore using directional data collected at the time of drilling and implemented the algorithm into a MATLAB program to automate data analysis
  - Partnered with PRA engineers to develop a method for quantifying the amount of time spent in oil-rich rock layers during drilling, and compared this data to tortuosity data for several wells of interest to determine overall quality of geo-steering
  - Utilized results from the automated algorithm to obtain evidence for a top client that PRA wellsite geologists were performing well compared to others, which retained a contract worth \$500,000
- Designed and led an HSE training course for PRA employees on bloodborne pathogen safety

**Cardinal Intellectual Property | Chicago, IL                      March 2018 – September 2018**

**Patent Engineer**

- Conducted comprehensive patent evaluations for clients
- Applied critical thinking, mechanical reasoning and problem-solving skills to conduct a focused and comprehensive search of prior art
- Analyzed prior art in combination with biomedical patent applications to submit technical opinion on the claims to the United States Patent and Trademark Office (USPTO)

**Key Accomplishments:**

- Reviewed 50+ extensive patent applications in 6 months, and achieved a 98% acceptance rate for opinions sent to the USPTO with only 1 opinion rejected

**Northwestern School of Medicine | Chicago, IL**

**September 2015 – September 2017**

**Product Development Engineer**

- Worked in 4-person team to develop a microfluidic embedded tissue culture system for high-throughput study of female-specific tissue interactions
- Managed several factors critical to project success including schedule, budget, client communication and risk assessment
- Identified requirements for the system, conducted rigorous testing, and adjusted design until all goals were achieved and a prototype was completed
- Integrated skills from multiple disciplines including biomaterials, biology, chemistry, fluid mechanics and electrical engineering

**Key Accomplishments:**

- Received one of the most prestigious awards presented by the McCormick School of Engineering at Northwestern University, the Mickelson Design Award, for the development of the device
- Established a technical design and prototype that is still being continuously developed and used in research

**American Red Cross of Alaska | Anchorage, AK**

**July 2015 – September 2015**

**Project Specialist**

- Developed business case for satellite Disaster Relief office in Anchorage and delivered presentation in meeting with major corporate donor
- Collaborated with staff to compile and integrate content for annual report

**Key Accomplishments:**

- Completed the business continuity project and presentation with a team of 2 other specialists, presenting the \$3M business proposal to the VP of the major corporate Donor; established template for future proposals and developed valuable Alaskan business connections

**TECHNICAL PROFICIENCIES**

MS Office Suite (Word, Excel, PowerPoint) | MS Project | Adobe Creative Suite (Photoshop, Illustrator, InDesign) | MATLAB | Arduino | HTML/CSS | Python | Lab Equipment (IR Spectroscopy, Mass Spectroscopy, H-NMR) | Prototyping | Machine Shop | Technical Writing