

# Jacqueline Trujillo

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## Education

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Bachelor's of Science in Civil Engineering - Cal Poly Pomona

December 2024

## Professional Summary

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Determined Water Resources Intern focused on boosting performance and productivity. Willing to take on any task to help manager and team meet goals and objectives. Team-oriented collaborator comfortable handling challenging work and meeting strict deadlines.

## Skills

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|--------------------------------|-------------|----------------------|
| • ArcGis                       | • AutoCAD   | • MicroStation       |
| • Excel                        | • Civil 3D  | • Detail Oriented    |
| • Adaptability and flexibility | • Bilingual | • Team Collaboration |
| • Communication Skills         |             |                      |

## Experience

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Water Resources Intern March 2024 - Current

City of Pomona, Pomona, CA

- Research and compile as-builts for external company projects.
- Weekly Plan reviews using multiple tools such as ArcGIS, Sedaru, and Cisinfinity.
- Document every interaction with clients to keep all engineers in concordance.

Governmental Services Intern January 2024 - May 2024

HR Green, Corona, CA

- Researched companies that would be a good fit for Capital Improvement Projects.
- Conducted utility research and plotted them for our Capital Improvement Projects.
- Assisted in development of presentation materials using PowerPoint or other software tools.

Total Life Inc June 2023 - September 2023

- Help the clients embrace their behavioral plan so they could live a more fulfilling life.
- Demonstrate and guide the clients how to perform household chores such as drying washes or washing clothes.
- Administer medications to the clients according to their prescriptions.

Youth Science Center August 2022 - January 2023

- Facilitate elementary aged students to use kid friendly design software, mostly demonstrated Sketchup.
- Design simple figures, as well as more complex figures such as houses, mansions, and automobiles.

## Projects

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- Parking Lot Design, September 2023

- Water Network Analysis, April 2023
- Water Tank, March 2023

**Language**

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**Spanish**  
Fluent

**References**

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References upon request