

JENNA STUBBERS

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PROFILE

- Hard-working, diligent, organized, detail-oriented, and able to manage time from experience prioritizing many extracurricular activities while remaining active and committed to schoolwork
- Fast-paced learner and genuinely excited about learning new things

EDUCATION

Bachelor of Science in Mechanical Engineering *(Expected May 2022)*

Honors Program Member
Walter Scott, Junior Undergraduate Scholarship Recipient
Colorado State University, Fort Collins, CO

Moscow High School, Moscow, ID *(Graduated June 2018)*

GPA: 4.0, Summa Cum Laude

WORK EXPERIENCE

Energy Intern, Energy Institute at Colorado State University *(August 2019-present)*

- Coordinate a K-12 wind energy outreach event with 120 K-12 students each year, maintain a budget, communicate consistently with teachers to plan, coordinate volunteers for the event
- Wrote sections of code for a carbon emissions app over summer 2020

Project Coordinator Intern, Schweitzer Engineering Laboratories *(Pullman, WA, Summer, June 2016-August 2019)*

- Created status updates for an engineering group, updated budget spreadsheets, organized archive project database, assisted with administrative tasks and supply inventory, and delivered interoffice mail
- Assisted with warehouse operations for six weeks in 2016 during peak manufacturing overhaul, pulled orders and delivered parts to workers throughout the building, logged orders and shipments, kept inventory sheets

EXTRACURRICULAR INVOLVEMENT AND LEADERSHIP

Tau Beta Pi Engineering Honors Society, PR/Webmaster *(Colorado State University, 2019-present)*

- Maintain social presence for the club, communicate with members to showcase their talents on social media, collaborate with executive members to coordinate events and meetings with speakers from the community

Alpha Phi Omega Service Fraternity *(Colorado State University, 2020-present)*

- Serve the community with 15 hours of service each semester, attend 4 hours of leadership development workshops, participate in fundraisers for the group

National Residence Hall Honorary/Hall Council *(Colorado State University, 2018-2019)*

- Organized programming events for the residents, managed the budget, took meeting minutes, and developed leadership and delegation skills between members of the council
- Worked on launching an outreach organization to provide meals to food-insecure students on campus

Associated Student Body, Senior Class President *(Moscow High School, 2017-2018)*

- Planned and executed school spirit activities including two dances, a Halloween event for elementary students, and senior bonding activities; organized and led committee meetings; led fundraising efforts while maintaining a budget; and practiced public speaking skills by speaking at the graduation ceremony

SKILLS

- Excellent communication and teamwork skills
- Excellent time management and prioritization skills
- Detail-oriented
- Experience using Microsoft Dynamics AX
- Certified in Microsoft Office 2016 Excel, Word, Access, and PowerPoint