

KHURRAM QURESHI

ENTRY-LEVEL ENGINEER

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Engineering Background | Process and Quality Optimization Expert | Staff/Client Coordination Ability

OBJECTIVE

Meticulous and exceptionally well-versed engineering undergraduate, with experience principally in the fields of engineering operations management and quality improvement, seeking to apply dynamic academic background to most effectively meet the needs of future employers. Practical experience garnered within the fields of engineering project operations, research and development, system analysis, database technologies and other critical areas of engineering environments. The aforementioned academic background, coupled with extensive experience in providing both professional-grade instruction as well as volunteering in high-volume medical environments, has significantly developed my technical, interpersonal, and fiscal aptitudes.

EDUCATION AND PROFESSIONAL DEVELOPMENT

Bachelor of Science in Industrial Engineering

Georgia Institute of Technology, Atlanta, GA

Projected Graduation: 2013

Bachelor of Science in Biological Sciences

Georgia State University, Atlanta, GA

2010

AREAS OF ENGINEERING EXPERTISE

Engineering Academic Background

Participated in a number of courses within a highly recognized engineering setting (Georgia Institute of Technology), pursuing a Bachelor of Science in Industrial Engineering. Blended expertise in mathematics, physical sciences, and business applications to advance my abilities in the field of engineering. Garnered broad industrial engineering education with experiences ranging from quality assurance to supply chain logistics.

- **General Engineering Experience**
 - Employed a wide range of equipment (see second page) and techniques critical to ongoing projects.
 - Analyzed and interpreted data, designing experiments to gauge issues such as project quality.
 - Maintained sound application of newly developed technologies and methods for all activities.
 - Member of the Institute of Industrial Engineers.
- **General Business Operational Experience**
 - Assessed and managed risks associated within ongoing projects, mitigating any potential issues.
 - Negotiated issues of expenditures, profitability, safety, and other aspects related to business activity.
 - Engaged in significant amounts of client needs assessments, especially within my tutoring experience.
 - Fielded and resolved questions emerging from clients and peers.
- **Select Course Background**
 - Methods of Quality Improvement: Instructed on quality system requirements, process capability analysis, measurement capability, experiment design, and acceptance sampling plans.
 - Simulation Analysis and Design: General instruction of computer languages and simulation design, applied in realistic, industrial situations. Engaged in simulation modeling and analysis.
 - Supply Chain Models: Emphasized decision-making processes as grounded by solid design concepts, optimization models, and general concrete statistical information. Included supply chain design, planning to execution processes, and logistics of transportation.
 - Engineering Optimization: Performed a range of modeling (using modern languages), programming (linear, nonlinear, and integer), construction of models, and general solution strategies.
 - Stochastic Manufacturing and Service Systems: Employed methods for analyzing the stochastic movements of materials. Included aspects of congestion, delays, and inventory ordering policies.
 - Regression and Forecasting: Engaged in multiple linear regression, diagnostics, and variable selection. In terms of forecasting, employed exponential smoothing techniques and modeling methods.
 - Database Technologies: Developed aptitudes in an array of database technologies and applications.

Areas of Expertise

- Engineering Background
- Biological Science Background
- Research and Development
- Process Analysis and Control
- Event Simulation
- Data Gathering and Analysis
- Supply Chain Design
- Programming
 - Modeling Languages
- Logistical Analysis
 - Database Technologies
- Diagnostic Testing
 - Modeling for Forecasting

Customer Service Expertise

- Customer Needs Assessments
- Strategic Planning
 - Technical Instruction
- External Client Communication
 - Planning Adaptability



PROFESSIONAL EXPERIENCE

Tutor (Mathematics Interactive Learning Environment)

Georgia State University, Atlanta, GA

2010

Provided tutoring services to college-level students within a staff environment of undergraduate and graduate students. Applied a range of strategies, theories, and methodologies in order to deliver course material within an innovative educational environment. Additional responsibilities included supervision of the lab and orientation of new staff. Ensured quality service for over 1,000 students who visited the lab on a weekly basis.

• Key Responsibilities and Achievements

- Analyzed and assessed student learning objectives, developing appropriate tutoring methods.
- Ensured the provision of contemporary practices and theories within the mathematic field.
- Provided training and development services to new staff members, easing their transition period.
- Escalated issues related to equipment and student facility problems to upper management.
- Drafted reports related to tutoring progress, issues, solutions, and evaluations of results.

Volunteer (Emergency Room)

Emory Eastside Medical Center, Snellville, GA

2006

Coordinated patient services for triage utilizing a database to effectively record each patient's required information. Met with patients and acquired relevant medical information as related to their injuries. Queued patients appropriately in order to verify each individual received timely care. Documented the nature and consequence of provided care, ensuring that no side effects were present for each patient.

• Key Responsibilities and Achievements

- Explained processes related to registration admission for medical services to all patients and families.
- Placed calls to physicians, nurses, technicians, and other staff as needed to facilitate patient care.
- Aided families in the provision of information related to admission and staff availability.
- Maintained meticulous documentation of all issues related to screening and admission.

Volunteer (Case Management)

Emory Eastside Medical Center, Snellville, GA

2005

Performed planning, organizational, reporting services as related to a range of case management projects. Maintained exceptional organization of all medical records for current and past patients, allowing for ease of future access. Provided patient-focused services including the movement of patients through various phases of hospitalization. Responsibilities included technical aspects of business operation, such as document updating.

• Key Responsibilities and Achievements

- Managed, maintained, and updated technical documentation for purposes of insurance claims.
- Engaged in medical record reviews utilized specific indicators and related criteria.
- Conducted review of services from admission through discharge, evaluating quality of profession.
- Facilitated interdisciplinary care, directing patient care protocols across various medical departments as associated with specific patient needs.
- Communicated extensively with physicians to maintain patient-appropriate cost, care, and outcomes.
- Ensured the timeliness of all services and patient access to appropriate information.

Tutor

Kumon Math and Reading, Atlanta, GA

2004 – 2005

Assumed central responsibility for the provision of instructional material and individual academic growth for students aged 6-17. Within an environment with such a dynamic age range, provided instruction that was tailored to the specific needs of the student. Collaborated with other individuals, including teaching staff and parents, in order to provide the most comprehensive and effective form of student education.

• Key Responsibilities and Achievements

- Developed methods of instruction for students within math (ex. calculus) and reading academic fields, tailoring all tutoring sessions to be specific to their respective curriculum.
- Acquired and critically corrected assignments and exams, utilizing such data for planning purposes.
- Liaised information with director and parents, revealing degree of student progress.
- Assessed student learning levels and determined realistic milestones for academic growth.
- Fielded communication from parents and staff, incorporating information into planning sessions.

Operating Systems

- Windows Operating System
- Macintosh Operating System

Software

- Microsoft Excel
- Microsoft Word
- Microsoft PowerPoint
- Python
- SQL
- Minitab

Laboratory Skills

- Microscopes
- Mass Spectrophotometer
- UV Visible Spectrophotometer
- Isolation of Organelles
- Restriction Diet Mapping
- Subcellular Fractionations

