"TJ" Sparks

website: www.pyrobrainiac.com

PROFILE

Birth Date: March 4, 1978
Nationality: U.S.A.
Objective: Obtain a summer intern position for a mechanical engineering or technology/engineering firm
Skills:

- Proficient in English grammar and composition
- Loyal, honest, organized, and capable of working independently or as part of a team
- Professional business attitude and enthusiasm for new projects

EXPERIENCE

United Parcel Service, San Diego, CA July 2000 – August 2004
Commerce Router

1. Complex routing of incoming packages and sorting by destination code
2. Quickly redefine incorrect or incomplete addresses from memory
3. Active member of Co-Chaired Employee Retention Committee (CERC)
4. Active participant at Employee Relations Index (ERI) meetings

Heather Loraine Cosmetics of California (HLCOC), San Diego, CA July 1999 – July 2000
Customer Service Representative / Warehouse Operator

5. Informed customers about product specification and order status via phone correspondence
6. Managed all stages of product workflow from initial customer order through shipping
7. Assembled and labeled product
8. Maintained order and stock for warehouse

Mission Imprintables, San Diego, CA July 1998 – July 1999
Receiving Crew Lead

9. Receiving and stocking products
10. Inventory control
11. Pulling orders for delivery
12. Forklift operation / moving stock

EDUCATION

1 **San Diego State University** Expected Graduation: May 2007
Bachelor of Mechanical Engineering Candidate Overall Grade Point Average: 3.5 (4.0 scale)

1 **Relevant Courses**: ProEngineer, Physics

2 Grossmont College, San Diego
Degree: Associate of Arts, Photography Major Grade Point Average: 3.9 (4.0 scale)

◊ **Relevant Courses**: Camera design and function: Alternative Processes

COMPUTER APPLICATIONS

Windows, Microsoft Office, Adobe Photoshop, Adobe Illustrator, Netscape, Internet Explorer, Firefox, Autocad 2000, Derive, ProEngineer, SolidWorks

SKILLS & ACTIVITIES

All aspects of photography
Engineering design and implementation
Recreational and professional writing
International travel
Various volunteering activities, including building houses in Mexico (Habitat for Humanity)

References available upon request