

# ALANDRIA ALLEN

333 Green Leaf Dr. | Montgomery, AL 36108  
allen.alandria@gmail.com | (513) 289-4575

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Hardworking and detail-oriented engineer with strong organizational and communication skills looking to advance my career. Ability to handle multiple projects simultaneously with a high degree of accuracy. Pays close attention to details and demonstrates strong problem-solving skills.

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## SKILLS

- Microsoft Office
  - Thermal Analyses (TGA, DSC)
  - Mechanical Analysis (Tensile)
  - Manufacturing
  - Structural Analysis (XRD)
  - Microscopy (Electron, SEM)
  - Project Management
  - Continuous Improvements
  - Critical Thinking
  - Problem-Solving
  - Pays attention to detail
  - Communication
  - Reports
  - Operational Efficiency
  - Quality Control
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## EDUCATION

### MASTER OF MATERIALS SCIENCE & ENGINEERING

Tuskegee University | Tuskegee, AL  
July 2017

### BACHELOR OF MECHANICAL ENGINEERING

Tuskegee University | Tuskegee, AL  
May 2014

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## WORK EXPERIENCE

### SPECIALIST OF PROCESS ENGINEERING

Hyundai Motor Manufacturing of America | Montgomery, AL

SEPTEMBER 2022 – OCTOBER 2023

- Manage inventory for all materials and equipment to run the shop
  - Design processes for cost management of materials and minimize costs while still having enough materials and equipment to keep production running
  - Suggest cheaper items with comparable performance
  - Review and analyze weekly reports, finding causes and solutions for any increases in the usage of the materials
  - Process engineer for the paint department in the pre-trim area where sunroofs are installed
  - Monitor robots with use of vision systems to determine efficiency of process
  - Troubleshoot and asses causes of defects and find the solutions
  - Communicate changes to improve the production process
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- Determine reasons for improvement: lower cost, use fewer materials, less time for processing, more manageable for employees, decrease downtime, support target KPIs
  - Modify process based on improvement needs, including updates and additions to production equipment
  - Support project engineers with coordinating new model launches. Assess risks associated with projects and make adjustments to fit process and infrastructure
  - Provide documentation for impact of changes and communicate any modifications to process across department and all shifts
  - Failure mode and effect analysis, control plans, and root cause analysis
  - Conduct training for production team
  - Operates the forklift to transport materials

### **CLINICAL ADMINISTRATIVE ASSISTANT**

University of Alabama in Birmingham | Birmingham, AL

JUNE 2022 - SEPTEMBER 2022

- Maintained correspondence between patients and the clinical director
- Maintained the filing system for employees' documents and reports
- Managed inventory for medical and office supplies, placing orders as required
- Completed daily tracker of patient attendance for each department
- Prepared and presented presentations for monthly staff meetings

### **DESIGN ENGINEER**

Byers Engineering Company | Birmingham, AL

JUNE 2021 - SEPTEMBER 2022

- Analyzed plant records and determined the scope of work to be done
- Prepared field notes for the design of buried, underground, and building applications
- Used ARAMIS to design jobs, including types of materials and dimensions
- Prepared work order construction prints and record postings in the completion of assigned work
- Prepared and shared presentations for monthly staff meetings

### **SALES PROJECT COACH**

Afni, Inc. | Opelika, AL

JANUARY 2020 – JUNE 2021

- Managed a team of up to 15 agents who interacted with our clients' customers
- Collaborated with management and peers to find best practices and solve challenges
- Identified opportunities for individual and team performance improvement and monitored performance results
- Managed team schedules and schedule adherence
- Approved payroll

### **SALES REPRESENTATIVE**

Afni, Inc. | Opelika, AL

FEBRUARY 2018 – JANUARY 2020

- Interacted with customers using Web Chat technology
- Used technical knowledge of products to provide effective solutions for clients' needs
- Facilitated administrative focus groups to improve site performance and maintain client relation
- Conducted floor walks to assist new employees with the transition from training into production

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## **GRADUATE RESEARCH ASSISTANT (PLASTICS)**

Tuskegee University | Tuskegee, AL

AUGUST 2014 – JULY 2017

- Forcespun fibers for biomedical applications
- Fabricated PLA thin films incorporated with nanofillers
- Physical, thermal, and mechanical performance evaluation
- Personal research focused on fabrication and properties of plastic films
- General studies focused on advanced materials and composites (ceramics, carbon, nanoparticles)
- Melting, milling, forcespinning
- Mentored undergraduate students
- Assisted professor in research and classroom objectives
- Trained students on the proper use and maintenance of lab equipment

## **AIRCRAFT COMPONENT SERVICE CENTER INTERN**

GE Aviation | Cincinnati, OH

May 2013 – August 2013

- Fabricated and maintained daily and weekly trackers of scrap, input, and output parts and location of pieces in the line for repair (inner and outer panels, GP7200, F414, & CF34)
- Maintained the weekly scorecard
- Updated EDM planning (Z723)
- Planned lunch and learns, tours, and volunteer events

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## **LEADERSHIP AND SERVICE ACTIVITIES**

- Urban Centric Athletic Association – Counselor and Assistant Band Director
  - Tau Beta Sigma National Honorary Band Fraternity – President
  - Marching Crimson Piper Band of Tuskegee University
  - T.U.B.E. Conference – Events Committee Chair
  - Golden Key International Honor Society
  - Pi Tau Sigma Honor Society for Mechanical Engineers
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