

**Jane Jones**

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**PROFILE**

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I am a highly skilled project engineer looking to increase my responsibilities and take on larger scale projects in a continuous production environment. My skills and experience include:

- Ability to multi-task and to run large-scale projects
- Excellent financial management, budgeting and reporting skills – able to bring a project to completion on (or under) budget
- Very skilled time management – able to complete projects on time

**CAREER HISTORY**

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**Project Engineer:** April 2003 – Present  
Acme Products Pty Ltd

**Responsibilities**

Conducting project assessments, financial analysis, cost justifications, writing proposals, conducting post-implementation audits, project management and supervision of projects up to \$1 million.

**Achievements**

- Managed the installation and commissioning of a new distillation column (the project was completed on time and on budget)
- The new distillation column resulted in 34 per cent improvement in efficiency which has lead to savings of approximately \$270 000 per year
- Project engineer responsible for the design and commissioning of a new reactor (completed on time and on budget)

The reactor was need for a new product launch and had to be operational by the end of August 2005 so that the marketing department could launch the product for the Christmas rush. The product is now responsible for 22 per cent of the company's total revenue.

**Process Engineer, then Project Engineer:**

February 2001 – April 2003

Pak-U-Lite Pty Ltd

**Responsibilities**

Conducting project feasibility assessments, financial analysis, cost justifications, project management and supervision of projects up to \$150 000.

**Achievements**

- Managed the installation and commissioning of a new heat exchanger (the project was completed on time and under budget)
- The new heat exchanger resulted in a 23 per cent improvement in efficiency which has led to savings of approximately \$30 000 per year
- Project Engineer in the team that was responsible for the design, construction and commissioning of the new packaging equipment (completed on time and on budget)

The packaging equipment was needed to cope with an increase in production and has allowed for an increase of 32 per cent of the company's total production.

**Graduate Engineer:** February 1999 – February 2001

Hopkinsons Pty Ltd

**Responsibilities**

Conducting equipment inspectors and efficiency analyses. Was a key member of the design team that was responsible for the construction of a new batch mixer.

**Achievements**

Improved the efficiency of several heat exchangers in the polymerization unit of the plant (resulting in total cost savings of approximately \$74 000 per year).

**EDUCATION**

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**Tertiary**

Bachelor of Engineering (Chemical)  
University of Queensland  
Graduated in 1999

**Secondary**

Brisbane State High School HSC 1994

**Other /  
Training Courses**

Distillation Column Technology  
Integral Energy Power Quality & Reliability Centre

MS-Project (Advanced); Online Course

Engineering Sustainable Solutions Program

**COMPUTER SKILLS**

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MS – Project, Word, Excel, Java

**MEMBERSHIPS**

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Member of Engineers Australia

**REFEREES**

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References supplied upon request