

KEY FEATURES:

Industry-specific language

Transferable academic
experience

Greta Gaucho

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OBJECTIVE

To obtain the Entry to Mid-level Environmental Planner position at Amec Foster Wheeler, utilizing experience managing CEQA and NEPA-compliant projects and technical writing skills

EDUCATION

University of California, Santa Barbara (UCSB)
Bachelor of Science in Environmental Studies
GPA: 3.3 | Major GPA: 3.5

Expected Graduation: June 20xx

RELEVANT COURSEWORK

- Advanced Environmental Planning
- Politics of the Environment
- Technical Writing
- Business and Environment
- Natural Resource Economics
- Environmental Ecology

RELEVANT EXPERIENCE

Environmental Regulatory Compliance Intern

June 20xx– September 20xx

Venoco, Inc. | Carpinteria, CA

- Assisted Environmental Coordinator in drafting Environmental Impact Reports in compliance with the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) for a variety of projects, including the decommissioning of aging and unused oil pipelines and storage facilities
- Managed multiple projects at once and worked closely with an interdisciplinary team to ensure all facets of each project were in compliance with local, state, and federal regulations
- Ensured adherence of projects to the scopes, schedules, and budgets established by Venoco, Inc.
- Helped shepherd 2 project applications to completion after conditional approval of proposed plans by the relevant local, state, and federal regulatory boards

Technical Writing & Research Assistant

October 20xx – June 20xx

Alagona Lab, UCSB | Santa Barbara, CA

- Assisted in creating a database of source material and writing the bibliography for a full-length publication on the history of wildlife in American cities
- Edited several chapters of the manuscript concerning public policy surrounding urban wildlife
- Assisted in scholarly research on the impact of domestic structures on rodent populations

Field Restoration Intern

June 20xx – September 20xx

UCSB Environmental Studies Internship Program | Storke Ranch, Goleta, CA

- Aided in the restoration of a sensitive vernal pool ecosystem, removing invasive species through weeding and solarization techniques, and replanting native species
- Instructed and supervised volunteer groups of 15 or more college students on a weekly basis in native and invasive plant identification, weeding and planting techniques, and maneuvering through sensitive habitats

SPECIAL SKILLS

Computer: Proficient in MS Excel (data input & analysis), GraphPad Prism, and EndNote; familiar with ArcGIS
Language: Fluent in Spanish