

MAXWELL “MAX” A. BREUNINGER

PROFESSIONAL SUMMARY

Creative problem solver with experience in both independent and team environments. Great organizational, leadership, and communication skills. Strong work ethic, conscientious, and dedicated to helping the public. Personable and professional communicator. Self-motivated, goal-oriented, and excellent at handling new challenges and opportunities on the job.

SKILLS AND PROFICIENCIES

- **Innovation and Exploration:** Able to effectively distinguish user requests from the underlying needs. Synthesize information gathered from multiple sources, reconciling conflicts, and generate high-level reviews.
 - **Leadership and Communication:** Build strong relationships with supervisors and peers to communicate clearly and with attention to detail in order to complete tasks.
 - **Quality and Productivity:** Work effectively and with high standards, meeting deadlines consistently, and generating exemplary work.
 - **Programming Skills:** Experienced with MATLAB and C programming languages.
 - **Technology:** Proficient with most major systems, including MS Office Suite and SOLIDWORKS, as well as photo editing technology.
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EDUCATION

Dartmouth College, B.A. and B.E. – *Engineering Sciences Modified with Environmental Science*
SEPTEMBER 2019 - JUNE 2023

WORK EXPERIENCE

Dartmouth College Thayer School of Engineering, Hanover, NH – *Teaching Assistant*

MARCH 2021 - PRESENT

- Work closely with a team of four students and assist them through the design process to create a testable prototype that addresses a problem of social significance, create a business plan, and present the product to a professional review board.
- Assist students in using tools such as Arduino and SOLIDWORKS to provide them with the skills necessary to build their prototypes.
- Built relationships with supervising professor and laboratory staff during weekly meetings.

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Dartmouth College Office of Residential Life, Hanover, NH – Undergraduate Residential Advisor

SEPTEMBER 2020 - JUNE 2021

- Live-in resource for first-year students to counsel them on various personal and academic issues. Directed them to other valuable college resources.
- Hosted weekly floor meetings to assist students during their transition to college and to create community.
- Engaged in weekly meetings with other undergraduate advisors and supervisor to determine how to best serve the community.

Dartmouth College Undergraduate Admissions, Hanover, NH – Tour Guide

FEBRUARY 2020 - PRESENT

- Remotely connected with prospective students as an ambassador for Dartmouth to provide my student perspective and answer questions.
- Served on panels for information sessions about Dartmouth to provide insight into the community and respond to the concerns of parents and prospective students.
- Led guided tours of Dartmouth's campus with 25+ visitors.

Coffee Jerks, Oklahoma City, OK – Barista

MARCH 2019 - SEPTEMBER 2020

- Built relationships with customers as a customer service representative.
- Thrived in a fast-paced environment with close attention to detail.
- Adept at prioritizing and completing multiple tasks simultaneously.
- Often worked in an unsupervised role.

ACTIVITIES

Sigma Nu Fraternity, President – 2022 - Present

Native Americans at Dartmouth, Member – 2019 - Present

Dartmouth Woodsmen Team, Member – 2019 - 2020

Regional Food Bank of Oklahoma, Volunteer – 2012 - Present

CERTIFICATIONS

Business Law and Ethics – Brainbench, May 2019

Business Ethics Awareness – Brainbench, May 2018