

Andrew T. DeLong

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EDUCATION

Carnegie Mellon University, Pittsburgh, PA

December 2018

Bachelor of Science, Civil Engineering

Minor, International Relations and Politics

PROFESSIONAL EXPERIENCE

U.S. Department of Transportation, Secretarial Internship Program, Washington, D.C.

June – August 2018

Student Trainee

- Modernized and streamlined internal processes to reduce waste within the agency.
- Transformed large quantities of raw data into presentations for agency managers and executives

The White House Internship Program, Intergovernmental Affairs, Washington, D.C.

September – December 2017

Intern

- Generated daily memorandum summarizing issues throughout state and local governments.
- Communicated outgoing messaging to state and local officials on a variety of policy issues.
- Assembled media presentations summarizing state-federal relationships on a variety of policy topics.
- Constructed an office cloud to facilitate quicker interoffice communication as a result of central data storage.

Grace Development Inc., Nashville, TN

May – September 2017

Intern

- Compiled pricing reports and competitor analysis of parking properties throughout Nashville.
- Projected property vacancy schedules through the assembly of Gantt charts.
- Assembled marketplace evaluation reports for the Nashville condominium market.

U.S. House of Representatives, Office of Speaker Paul D. Ryan, Washington, D.C.

January – May 2017

Congressional Intern

- Assembled memorandum regarding foreign affairs, healthcare, and infrastructure for senior policy staff.
- Facilitated large-scale special events hosted by the Speaker such as the State of the Union.
- Greeted and escorted the Speaker's guests to the Speaker's Balcony and through the U.S. Capitol Building.

U.S. House of Representatives, Congressman Marsha Blackburn, Nashville, TN

May – December 2016

Senior District Intern

- Oversaw all cellular communication with constituents of Tennessee's 7th Congressional District.
- Supported the Senior Advisor with current events, fundraiser planning, and extensive research.
- Coordinated an internship training and recruitment program, training three new interns over three months.

Enexor Energy Systems, Franklin, TN

May – September 2015

Engineering Intern

- Identified global market potential for biomass boiler technology.
- Assembled a compliance guide to easily understand domestic and international emission regulations.
- Designed a program which translated biomass boiler efficiency into expected economic outcomes.

EXTRACURRICULAR ACTIVITIES

Carnegie Mellon College Republicans, Founder & Chairman

April 2015 – Present

American Society of Civil Engineers, Social Chairman, Member

January 2016 – Present

Pennsylvania Federation of College Republicans, Communications Director

June 2016 – March 2017

Carnegie Mellon Varsity Football, Member

August 2014 – May 2015

SKILLS

Computer: Advanced proficiency with Microsoft Office, MATLAB, Python 3, Salesforce, Google Sketchup, and AutoCAD

Languages: Conversant in Spanish