

ANOUK Z. VELEZ-CASTILLO

avele005@odu.edu

OBJECTIVE

To obtain a degree in Technical Writing by utilizing my relevant skills and abilities.

EDUCATION —

Deep Creek High School,
Chesapeake, Virginia
GPA 4.0
Standard Diploma June 2021

Tidewater Community College,
Chesapeake, Virginia
GPA 3.76
Career Studies Certificate:
Mechatronics Technician May
2021

EXPERIENCE

1/2017 – 6/2020
AFJROTC Cadet • Personnel Officer • AFJROTC Unit VA-031
Aside from participating in multiple volunteer activities that varied held by the organization, when not in school, I also performed filing and record-keeping duties for the unit.

9/2017 – 11/2017
Volunteer for Disaster Relief • Food Bagger • Operation Blessing
Worked cooperatively with other volunteers to fill bags with food and moved them around a warehouse for relief efforts across the United States.

6/2016 – 8/2019 Seasonal
Library Volunteer • Librarian's Assistant • Major Hilliard Library
Shelved books at the library, kept the area clean, and assisted in various activities for young children at the library.

KEY SKILLS

Initiative
Values Integrity and Diversity
Excellent Work Ethic
Good with Collaborative Activities
Good with Working in a team
Good at Leading a Team
Adaptable
Efficient, Hardworking, and Productive
Good at Listening
Understands and Practices Workplace Safety
Understands Technology and how to use it properly and safely (hard skills)
Knowledge in the use of ohm, voltage, and amp meters to analyze series, parallel, and series-parallel AC and DC circuits
Able to perform basic programming of Siemens and Allen Bradley PLC's using ladder logic

Able to design and construct FANUC robot programming using the hand-held controller
Able to read and analyze P&ID diagrams
Basic knowledge/operation for temperature, pressure, level, and flow transducers used in process control
Can use measurement equipment used in the design, installation, and repair of mechatronic equipment
Can perform preventative maintenance, troubleshoot, and repair on mechanical systems
Will practice safety precautions associated with mechanical maintenance used in the shipbuilding and industrial maintenance industry
Understands the purpose and action of mechanisms used to transmit control
Knowledgeable in the design principles used in mechanical devices
Trained in the operation of pneumatic components, systems, and trouble analysis

REFERENCES

Rolando Pabon, CMSgt, USAF Retired
AFJROTC Instructor, Unit VA-031
Deep Creek High School
2900 Margaret Booker Drive
Chesapeake, VA 23323-1999
(757) 558-5304

Angela Scopel
English Teacher
Deep Creek High School
2900 Margaret Booker Drive
Chesapeake, VA 23323
(757) 635-0064
