

Meghan A. James

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Career Goals

To become a licensed landscape architect and an accredited LEED designer with focus on multimodal transportation systems, sustainable design and construction, and environmental reclamation and conservation.

Education

- **Texas A&M University, College Station, Texas** **August 2003 to May 2008**
Bachelor of Landscape Architecture
◦ Study abroad, Santa Chiara Study Center, Castiglion Fiorentino, Italy *May 2008*
August 2007 to December 2007
- **Blinn College, Bryan, Texas** **Summer 2006**
- **Tarrant County College, Fort Worth, Texas** **Summer 2004**

Skills and Academic Experience

- Microsoft Windows XP and earlier (advanced)
- Apple OS 9 and X (advanced)
- Adobe Photoshop CS2 and earlier (advanced)
- Autodesk AutoCAD 2002 and later (intermediate)
- ArcView 9 (intermediate)
- Adobe InDesign CS and CS2 (advanced)
- Microsoft Word (advanced)
- Microsoft PowerPoint (advanced)
- Microsoft Excel (intermediate)
- Autodesk 3ds Max (beginner)
- Horticultural study
- Black and white sketching
- Color rendering
- Hand lettering
- Photography
- Home gardening
- Organization
- Filing
- Problem-solving
- Beginning Spanish

Employment Experience

- **Kitchen assistant** **August 2007 to December 2007**
◦ *Santa Chiara Study Center, Castiglion Fiorentino, Italy*
 - Set tables, helped prepare meals, served meals, washed dishes, and cleaned dining room and kitchen for 125 students and faculty
- **Landscape architecture summer intern** **May 2007 to August 2007**
◦ *Schrickel, Rollins and Associates, Inc., Arlington, Texas*
 - Corrected red-line documents, prepared cost-estimates, attended bid opening meetings, attended project information meetings, prepared AutoCAD drawings for 3D animation, inventoried existing conditions for in- and out-of-town projects, photographed existing site conditions
 - Prepared and printed concept documents for University Drive Pedestrian Improvements Master Plan (Honor Award winner, Planning & Analysis, ASLA, Texas chapter, 2008)
 - Produced preliminary design concept for Copperas Cove Downtown Renewal Plan
- **Design and production assistant** **February 2005 to August 2006, December 2006 to May 2007**
◦ *Texas A&M University Press, College Station, Texas*
 - Scanned photos, corrected edited documents, laid-out pages using InDesign, edited photos using Photoshop, created and edited book covers, and filed documents for the university's publishing house
 - Created publishing information database in Microsoft Excel for over 700 publications

Honors, Leadership Experience, and Extracurricular Activities

- Member, Sigma Lambda Alpha **April 2008 to present**
- Member, College of Architecture Instructional Enhancement/Education Fee Committee **2006 to 2007**
- Chief Executive Officer, TAMU Photographers **September 2006 to August 2007**
- Member, ASLA, Texas A&M Student Chapter **September 2005 to August 2007**
- Drum Major, Arlington Heights High School Marching Band **August 2002 to May 2003**
- President, Venture Crew 40, Boy Scouts of America **March 2000 to March 2002**