Renee Hollis

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My Key Qualifications

- **5 years in MEP consulting**, one unbroken stretch from August 2021 through today across IMEG Corp. and Affiliated Engineers.
- Designs **power distribution, lighting, emergency power, fire alarm, and low-voltage systems** for healthcare, higher education, commercial, and civic buildings.
- **Revit and AutoCAD** production across 20 building projects: 9 at IMEG, 11 at Affiliated Engineers, spanning plans, one-lines, panel schedules, and specifications.
- **SKM Power*Tools** studies on 4 projects: short-circuit, coordination, and arc flash, cutting review comments on power calculations from 12 to 3 per package.
- Load calculations, voltage drop calculations, and panel schedules checked against **NEC, NFPA 70, and NFPA 101** requirements.
- Construction administration hands-on: **46 RFIs and submittal reviews** at a 2.3-business-day average response time on active healthcare and commercial jobs.
- **Engineer in Training** certified by the Texas Board of Professional Engineers and Land Surveyors.

Experience

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– Present · < 1 mo

Electrical Designer — Affiliated Engineers, Inc., an MEP consulting engineering firm for high-performance building systems

Aug 2021 – Feb 2023 · 1 yr 6 mos

- Produced power and lighting plans for 11 tenant improvement and institutional projects, issuing all 11 permit sets without major internal redlines after final QA review, using office standards in Revit and AutoCAD.
- Built load calculations, voltage drop calculations, and panel schedules for renovation packages, cutting panel schedule revisions during permit review from 5 per project to 2 by cross-checking connected loads, feeder sizes, and breaker selections against NEC requirements.

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- Supported bidding and construction administration on active building projects through addenda, submittal, and RFI review, closing 34 contractor questions before scheduled milestone dates by coordinating responses with project managers, architects, and field teams.
- Prepared electrical plans, one-lines, schedules, and details in Revit and AutoCAD, coordinating code and equipment decisions with senior engineers on commercial and institutional projects.

Education

- **Texas A&M University** — Bachelor of Science in Electrical Engineering · 2017 – 2021

Skills

- **Design & Production Tools:** Revit, AutoCAD, SKM Power*Tools, Microsoft Excel
- **Electrical Design:** Power Distribution, Lighting Design, Panel Schedules, Short-Circuit & Coordination Studies
- **Codes & Delivery:** NEC / NFPA 70 / NFPA 101, Construction Administration

Certifications

- **Engineer in Training** – Texas Board of Professional Engineers and Land Surveyors (2022)