

Student Name

Address

Phone

sname@email.unc.edu

SKILL SET FROM EXPERIENCE

Project management • data management and analysis • environmental systems modeling • operations research • research methodology • survey design and implementation • statistical and econometric analysis • spatial analysis • report writing • oral presentations • grant and proposal writing • innovative tool development and problem solving • web design.

Comment [ajh1]: examples

RESEARCH INTERESTS

Water resources and systems management • water pricing • water supply and sanitation in developing countries • environmental infrastructure finance • economic policy analysis.

Comment [ajh2]: Examples

EDUCATION

Doctoral Student in degree area. Expected graduation: Month, year
University of North Carolina, Chapel Hill. Gillings School of Global Public Health
Dissertation topic: *Topic Title*
Committee: Faculty names
Awards

Master of Science in degree area. Month, year.
University of North Carolina, Chapel Hill. Gillings School of Global Public Health
Advisor: Name. Technical Report (or Master's Thesis/Paper): *Topic Title*
Awards

Bachelor of Science in Degree area. Month, year.
Institution, City. Major if not repeat of above, concentration, minors, etc.
Certifications if applicable.
Study-abroad term at *Institution, England.* Time period.
Awards as applicable.

RESEARCH AND WORK EXPERIENCE

Environmental Finance Center at the UNC School of Government. Chapel Hill, NC. February 2004 – Present.
Research Associate and Project Manager.

Comment [ajh3]: Examples

- In charge of data collection and analysis for key components of statewide and regional research projects.
- Involved in all aspects of research projects, from proposal writing through publishing and presenting.
- Assisted in applying to two research grants from the Water Resources Research Institute, and won both.
- Trained five colleagues on elements of data management using STATA and Microsoft Excel and Access.

North Carolina Water and Wastewater Rates Survey

- Managed a project surveying statewide water services pricing for four years. Collaborated with state agency on project implementation. Supervised six colleagues in data collection and entry.
- Designed and administered two online surveys and one mail-in survey of 70 questions sent to over 510 utilities. Increased participation rate each year from 283 utilities (55%) to 449 utilities (88%).

Comment [ajh4]: Quantify to show results orientation

Continued from page 1

- Created innovative database standardizing data entry of over 470 distinctive rate structures. Validated quality assurance through 61 logically queries. Resulted in reducing utilities' participation effort from several hours to five minutes per utility on average, increasing response rate.
- Created innovative model to automate computation of customers' monthly bills for all 449 utilities at any consumption quantity using select inputs. Resulted in increasing data points on utilities' prices from ten per utility to an unlimited number of consumption points. Enabled analyses not possible in other rates surveys.
- Created interactive dashboards querying utility data from seven databases using simple inputs, visually displaying much information "at a glance." Utility managers used the dashboards to present to their Boards when requesting rates changes. Rates Dashboards available at <http://www.efc.unc.edu/ratesdashboard>.
- Presented research findings in reports, online dashboards, a journal article, and at conferences.

Other Data Management Projects

- Collected secondary data on water and wastewater utilities from 17 agencies. Interlinked data with primary data in one, comprehensive database. Queried and extracted data to produce over 15 special reports to state and local agencies. Produced reports analyzing correlations of utility performance with data from multiple sources.
- Assisted on a federally-funded project to study the water and wastewater infrastructure needs, funding sources and allocations of grants and loans to utilities serving populations in the 13-state Appalachian region. Collected and analyzed secondary data. Co-authored a 134-page report that helped renew federal funding for the Appalachian Regional Commission.
- Analyzed panel data on customer water consumption patterns over a 12-month period. Collected over 1.5 million monthly billing records from three large utilities in North Carolina. Assisted in data cleaning and analysis.

Mercury Associates, Inc. Chapel Hill, NC.
Independent Consultant.

October 2002 – January 2004.

- Designed a model to simulate a 20-year replacement plan for fleets of up to 65,000 vehicles based on different replacement criteria using an original algorithm.
- Linked two financial plans to the simulation results to compare alternatives in financing the fleet replacement.
- Met with the fleet managers and collected data on the vehicles of two municipal clients.
- Executed the model and presented the results to the President of Mercury Associates who submitted recommendations to the two clients. Clients switched from a direct appropriations model to a reserve fund model, evening out annual fleet replacement expenditures.

The World Bank. Energy and Water Department, Water Unit. Washington, DC.
Short-Term Temporary Appointee.

July 2001 – August 2001.

- In charge of an extensive desk review to study the trends and effects of private sector participation in World Bank water and sanitation projects from 1990 through 2000. Reviewed documents and summarized findings.
- Searched World Bank databases and identified 85 water and sanitation projects initiated by the World Bank since 1990.
- Reviewed all appraisals and project completion reports for the 85 projects. Identified ten categories of public sector reform and private sector participation interventions.
- Analyzed the temporal trend of private sector participation in the World Bank water and sanitation projects.
- Created case studies and extensively researched 15 World Bank and non-World Bank projects spanning the spectrum of institutional reform. Collected all *ex ante* and *ex post* national performance indicator measurements available in print.
- Produced an internal report summarizing results and case studies. Data from the report were used by World Bank staff in subsequent publications released to the Press.

OTHER EXPERIENCE

University of North Carolina, Chapel Hill. Chapel Hill, NC.
Teaching Assistant.

August 2000 – May 2002.

- ENVR 101: Environmental Health (online course). 89 graduate and professional students. Spring 2002.
- ENVR 51: Environmental Protection. Approximately 100 undergraduate students. Fall 2001.
- ENVR 51: Environmental Protection. Approximately 100 undergraduate students. Fall 2000.

Kimberly-Clark Corporation. Hendersonville, NC and Maumelle, AR.
Mechanical Engineering Co-op.

May 1997 – December 1998.

- Assisted mechanical and electrical engineers with expansion and start-up of a nonwovens plant.
- Designed and supervised fabrication and installation of new mechanical components to reduce energy use.
- Supervised contractors performing mechanical work during machine downtimes.

PRESENTATIONS

International Conferences

Domestic Conferences

Training Seminars

By Invitation

Posters

SELECT PUBLICATIONS

Categories may also include, in press, in review, etc.

PROFESSIONAL ASSOCIATIONS

International Water Association (IWA) • American Water Works Association (AWWA) • American Society of Civil Engineers (ASCE) • Global Health Council (GHC).

SOFTWARE SKILLS

Statistics and Surveys: STATA, SAS, SUDAAN, Qualtrics online surveys.

Spatial Analysis: ArcGIS, GeoDa.

Coding, Publishing, Web: Visual Basic, Crystal Xcelsius, RefWorks, Adobe Acrobat, Dreamweaver, MediaWiki.

Microsoft Office 2007, and earlier versions: Word, Excel, Access, PowerPoint, Outlook, Publisher.

LANGUAGE AND EXPERIENCE ABROAD

- Fluent in English and Arabic. Basic in French.
- Dual citizen with 16 years living experience in the Middle East. Travel experience in Europe and Asia.

Comment [ajh5]: You may choose to break these down into categories if desired/applicable and/or combine with publications

Comment [ajh6]: examples