

## GRACE (XINLE) YAO

LEED GA

2813 Ellendale Pl Apt E, Los Angeles, California, 90007

626-898-1996, xinleyao@usc.edu

### EDUCATION

---

**University of Southern California**, Viterbi School of Engineering December 2018  
Bachelor of Science, Civil Environmental Engineering Major GPA: 3.96  
Minor: Environmental Studies Overall GPA: 3.62

### WORKING EXPERIENCE

---

**HKS, Inc.** May-August 2017

#### DesignGreen Studio Intern

- Compiled documents for LEED application and WELL documentation
- Performed research assignment on impacts of climate change on U.S coastal stadiums to improve the resiliency of designs
- Used Adobe Photoshop and Adobe InDesign to create graphic materials such as posters and brochures for marketing purpose
- Assisted with sustainability consulting by creating local environmental assessments for projects including hospitals, commercial buildings, and apartments

### LEADERSHIP AND ACTIVITIES

---

**USC American Society of Civil Engineering (USC ASCE)** September 2016-Present

#### Environmental Team Captain

- Designed an emergency wastewater treatment system and competed as the construction and presentation team at 2017 PSWC (Pacific Southwestern Conference); Placed 4<sup>th</sup> out of 18 schools at the conference
- Performed tests to determine pH, conductivity, and turbidity of wastewater and effluent; conducted jar tests to determine coagulant type and dosage for the design
- Collaborated with other team members to write the design report and to create poster for presentation
- Form team and conduct preliminary research for 2018 PSWC environmental competition
- Perform general team administrative work, including organize meetings, order materials, and contact lab coordinators

**American Academy of Environmental Engineers and Scientists**

September 2016-Present

#### USC AAEES Executive Board Member

- Organize professional development events and workshops, such as Orange County Water Treatment Tour, Graduate Panels, and Resume Workshop
- Manage social media accounts for the student organization; create contents to drive participation in events and increase awareness of the club

**USC Environmental Student Assembly (USC ESA)**

September 2015-September 2016

#### ESA Ambassador

- Organized events and activities, such as Documentary Screening and Organic Food Fair with more than 50 attendants; promoted ESA in residential hall as an ESA Ambassador
- Attended workshops and seminars regarding different environmental topics including renewable energy, environmental policy, and so on

### RELEVANT PROJECTS AND COURSEWORK

---

#### Projects

- Treatment of Leachate

- Water Sustainability in Cities: Crown Corrosion Treatment

**Coursework**

- CE 110: Introduction to Environmental Engineering
- CE 210: Introduction to Environmental Engineering Microbiology
- ENE 200: Environmental Engineering Principles
- CE 334L: Mechanical Behavior of Materials
- CE 408: Risk Analysis in Civil Engineering
- CE 453: Water Quality Science and Engineering

**SKILLS**

---

- Computer Skills: Microsoft Word, Excel, PowerPoint; AutoCAD (basic); MATLAB; Adobe Photoshop; Adobe InDesign