Course 5th **Unit 2 (2)** **SURNAME NAME GROUP**

TASK 1. Read the CV and fill in the gaps with the correct word

consistently high, problem–solving, extensive experience, performed, contribute, broad knowledge, excel, have a deep interest

PERSONAL STATEMENT

John Doe
123 Elm Street Cityville, CA 12345
johndoe@email.com (123) 456-7890
LinkedIn Profile: www.linkedin.com/in/johndoe

Objective:

As a recent graduate in Chemical Engineering, I am eager to launch my career and _____ my strong skill set to a dynamic organization. My proficiency in key areas of chemical engineering, coupled with my commitment to innovation and _____, positions me as an asset ready to _____ in diverse projects.

Key Skills:

_____ in analyzing chemical processes to identify improvement areas, optimize operations, and reduce costs while ensuring product quality.

Demonstrate a deep commitment to environmental sustainability, with _____ in implementing eco-friendly practices and conducting environmental impact assessments in the field of chemical engineering.

Hold _____ of sustainable practices and environmental impact assessments, contributing to responsible engineering practices on a broad scale.

Possess _____ in identifying areas for improvement, optimizing operations, and reducing costs while ensuring product quality

Known for _____ communication skills, facilitating effective teamwork and information exchange in multidisciplinary projects, ensuring successful project outcomes in the field of chemical engineering.

Fill in with the correct preposition

Education:

Bachelor of Science _____ Chemical Engineering _____ the University of Chemical Sciences, Cityville, CA - Graduated _____ May 2023.

LIVEWORKSHEETS

performed, participated, led, collaborated, conducted

Relevant Projects:

Process Optimization Project: _____ a team in the optimization of a chemical production process, resulting in a 15% increase in efficiency and a 10% reduction in waste.

Simulation of Heat Exchanger: _____ a detailed simulation using Aspen HYSYS to improve the heat transfer efficiency of a heat exchanger in a petrochemical plant.

Environmental Impact Assessment: _____ on a project to assess the environmental impact of a manufacturing plant's operations, proposing sustainable alternatives for waste management.

Safety Audit: _____ in a safety audit team to ensure compliance with safety protocols, identify hazards, and recommend corrective actions in a chemical processing facility.

Research on Renewable Energy: _____ research on the feasibility of renewable energy sources in chemical processes, presenting findings at a university conference.

Achievements:

Dean's List for academic excellence in Chemical Engineering.

Awarded the University of Chemical Sciences Chemical Engineering Innovation Prize for outstanding contributions to process improvement.

References:

Available upon request.

23/10/2022

TASK 2. MATCH THE DESCRIPTION WITH THE CORRECT SKILL FROM THE BOX.

Analytical / Communication / Flexibility/ Independence/ Interpersonal Skills / Leadership / Motivation / Research / Teamwork

_____ "Took the initiative to complete an advanced certification course in data analytics while working full-time, showcasing dedication and motivation to enhance skills."

_____ "Collaborated closely with cross-functional teams to develop and launch a new product, resulting in a 20% increase in sales within the first quarter."

_____ "Successfully managed a research project, including data collection, analysis, and reporting, with minimal supervision, meeting all project milestones ahead of schedule."

LIVEWORKSHEETS

_____ "Conducted extensive market research to identify emerging trends, enabling the company to make informed decisions and gain a competitive edge in the market."

_____ "Led a team of five engineers in a critical infrastructure project, demonstrating strong leadership skills and achieving project completion 15% ahead of schedule."

_____ "Effectively communicated complex technical concepts to non-technical stakeholders, facilitating mutual understanding and alignment on project goals."

_____ "Built and maintained strong client relationships, resulting in a 30% increase in client referrals and a 15% growth in project contracts."

_____ "Utilized data analysis and statistical tools to identify cost-saving opportunities, resulting in a 10% reduction in operational expenses within the department."

_____ "Adapted quickly to shifting project priorities and embraced new challenges, showcasing flexibility in responding to dynamic work environments."

Task 3. Match two parts of the sentences.

1. My role as the lead process engineer was	a) I had to analyze existing processes, identify inefficiencies, and propose improvements to enhance efficiency and reduce costs.
2. In my role as the senior process analyst,	b) conducting laboratory experiments, collecting data, and performing in-depth analysis to develop innovative solutions.
3. The nature of my job meant that	c) to oversee the design and optimization of chemical processes for production.
4. Within this role, I was responsible for	d) I had to collaborate closely with cross-functional teams, including R&D and production, to implement process changes and ensure seamless project execution.
5. To do this effectively,	e) I acted as the driving force behind process improvements, leading data-driven initiatives that boosted efficiency and reduced costs.

LIVEWORKSHEETS

Task 4. Fill in the gaps with the appropriate word from the box:

Fully / In-depth / Wide / Substantial / Entire / Successful / Excellent / International

1. Completed the _____ project lifecycle, from concept design to implementation and maintenance, ensuring comprehensive project management.
2. _____ proficient in using industry-standard software and tools for engineering design, analysis, and simulations.
3. Demonstrated _____problem-solving skills, consistently delivering innovative solutions to complex engineering challenges.
4. Possess _____ knowledge of structural engineering principles, enabling the design of robust and reliable structures.
5. Collaborated on _____international projects, showcasing the ability to work effectively in multicultural and geographically diverse teams.
6. Acquired a _____range of technical skills, from mechanical design and analysis to electrical systems integration, ensuring versatility in engineering roles.
7. Contributed to_____ substantial cost-saving initiatives through the identification and implementation of efficiency improvements in manufacturing processes.
8. Led _____ cross-functional teams in the execution of multimillion-dollar projects, meeting all project objectives on time and within budget.

LIVEWORKSHEETS