

# John "Jack" Crowley Steele Bellows

jack.bellows@gmail.com

**Current Address:**  
Upon Request

**Permanent Address:**  
Upon Request

## EDUCATION

**Vanderbilt University**  
*Masters of Engineering, May 2008*  
Civil Engineering, Construction Management Emphasis  
GPA: 3.88/4.0

Nashville, TN

**Vanderbilt University**  
*Bachelor of Engineering, Magna Cum Laude, May 2007*  
Civil Engineering Major  
GPA: Civil Engineering 3.98/4.0, Overall 3.720/4.00

Nashville, TN

## EXPERIENCE

**W.S. Bellows Construction Corporation**  
*Assistant Project Engineer; Summer 2004, Summer 2005, Summer 2006*

Houston, TX

- Worked in the main office to buy out and schedule an upcoming job for St. John's School.
- Wrote subcontracts, purchase orders, and met with engineering consultants to plan for upcoming job.
- Worked on-site at St. John's School job to assist project engineer with expediting, managing, and scheduling materials procurement, processing of change orders, and processing of purchase orders.
- Worked on-site at St. John's School job to assist project engineer with managing close out and final punch list for job. Managed the construction of a lacrosse practice wall.

**River Oaks Car Stereo**  
*Salesman, Summer 2002; Installer, Summer 2003*

Houston, TX

Worked in installation garage to install, repair, and maintain car stereo systems.  
Worked in sales room to assist customers with decisions and purchases. Served as cashier for sales and returns. In charge of purchasing merchandise from distributors.

## SKILLS & INTERESTS

Registered Engineer Intern in the State of Tennessee, Certification No. 25674

Computer Experience: Comprehensive understanding of Microsoft Word, Excel, Outlook, and PowerPoint. Proficient with SureTrack, Primavera (P3), Microsoft Access, Adobe Photoshop, and AutoCAD

HAM Radio certified technician KJ4CKB

Completed five FEMA independent study courses on disaster management, disaster recovery, and disaster operations management.

## HONORS

Tau Beta Pi – Engineering Honor Society, 2007; Chi Epsilon - Civil Engineering Honor Society, 2006; Dean's List, Fall 2006; Dean's List, Spring 2006; Dean's List, Fall 2005; High Honors, Spring 2005; High Honors, Fall 2004; Honors, Spring 2004; Honors, Spring 2003

## SELECTED COURSES

Construction Project Management, Construction Estimating, Construction Law, Environmental Assessments, Disaster Response and Recovery, Traffic Engineering, Advanced Steel Design, Advanced Reinforced Concrete Design, Pre-Stressed Concrete Design, Geographic Information Systems

## ACTIVITIES

WRVU Vanderbilt Radio - Assistant Music Director in charge of charting music played on air, 2004; Active DJ, 2003-Present.

American Society of Civil Engineers - Logistics coordinator, 2006; Participated in Steel Bridge design/construction competition at ASCE Southeast Regional Conference, Spring 2005, Spring 2006; Member, 2004-Present; Steel Bridge Design Team Member for 2007 ASCE Steel Bridge Competition  
Sigma Phi Epsilon Fraternity - Founding Father, 2005; Member, 2005-Present  
Ronald McDonald House – House Management Volunteer, 2005  
Hands On Nashville – Community Service Volunteer, 2006