

SHAZIA R. DAVIS

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(812)272-8462; davis34@indiana.edu

EDUCATION

- Indiana University School of Public & Environmental Affairs (SPEA)** Bloomington, Indiana
Master of Science in Environmental Science December 2011
Master of Public Affairs
3.81 G.P.A.; Energy Resources Specialization
- The University of Tampa** Tampa, Florida
Bachelor of Science in Business Management December 2003
3.82 G.P.A.; Magna Cum Laude; Honors Program Distinction
- Oxford University, New College** Oxford, England
Studies in social economics, international business, and business ethics 2003

EXPERIENCE

Title Analyst

McGEOugh Land Services, Appalachian Basin area 2012

- Oil & Gas Real Estate Title work in various counties, Lease Acquisitions

Harold E. Dillman Attorneys At Law, Corydon, Indiana 2000-2002

- Title Opinions, Final Opinions

City of Bloomington

Economic & Sustainable Development Department Bloomington, Indiana
January 2010 – December 2011

- Assisted with energy audits in local residences
- Conducted feasibility study for potential solar panel installation on City Hall with RETScreen software
- Participated in energy reduction task force for municipal water utilities, directed by EPA Region 5
- Greenhouse Gas Emission Calculations with ICLEI, Local Governments for Sustainability software

National Renewable Energy Laboratory

Energy-Water Nexus Intern Golden, Colorado
May 2011 – August 2011

- Author, Technical Report (*draft*)
 - Industrial Symbiosis between Wastewater Treatment Facilities and Power Plants
- Technical contributions to *Freshwater use by U.S. power plants: Electricity's thirst for a precious resource*. A report of the Energy & Water in a Warming World Initiative. Union of Concerned Scientists, 2011.

Indiana University

Center on Congress – Spanish Interpreter January 2011 – May 2011

- Website interpretation from English to Spanish

Spanish Interpreter / Graduate Assistant in Pamplona, Spain May 2010 – June 2010

- Communication assistance between professors, students and Pamplona personnel

Graduate Assistant

October 2009 – December 2009

- Created database to ease annual reviews of metrics for SPEA Overseas Programs

United States Peace Corps Panama

Consultant and Educator in Spanish Palenque, Province of Colón
August 2006 – March 2009

- Served as crucial member of design team for new water aqueduct
- Established internet center in rural Panama
- Educated youth and adults in environmental conservation, basic computer skills, English, health and hygiene, HIV, AIDS, and STDs

EXPERIENCE (CONTINUED)...

State of Indiana

Indiana Housing and Community Development Authority
Community Development Representative

Indianapolis, Indiana
 March 2005 – June 2006

Indiana Department of Commerce
Program Manager

April 2004 – March 2005

- Managed federal and state grant funds and tax credits
 - Including \$10 million in HOME and \$5 million in Community Development Block Grant (CDBG)
- Responsible for project design, application process, funding decisions, monitoring and evaluation

Honeywell, Inc.

Human Resources Department

Clearwater, Florida
 June 2003 – December 2003

- Created digitized HR Handbook – estimated cost savings \$29,600 annually
- Six Sigma Value Stream Mapping for HR processes – 85% reduction in new hire processing time, 50% reduction in employee identification time, and elimination of 30 steps in new hire process
- Engineering Job Title Alignment Project – 119 job titles down to 12

Fernando Perez, III, Immigration Attorney

Legal Secretary

Tampa, Florida
 January 2001 – April 2001

Academic Center for Excellence

Accounting Tutor

Tampa, Florida
 January 2001 – December 2002

ACADEMIC HONORS & ARTICLES / DATA ANALYSIS

- Author, *Comparison of Indiana Urban Forest Rainfall Interception by Latitude and Tree Species* – 2011
 - Invited to present research at the 11th Annual Association of SPEA Ph.D. Students Conference
- Co-Author, *The Future of Intercity Passenger Transportation, Modeling Study and Report* – 2011
 - Available from the Indiana University Center for Research in Energy and the Environment
- Merit Aid Scholarship, Indiana University Bloomington
- Beta Gamma Sigma, Business Honor Society
- Paul Ogle Scholarship from Community Foundation of Southern Indiana

ADDITIONAL SKILLS / TRAINING

- Fluency in Spanish, United States Peace Corps
- Proficient in Microsoft Word, Excel, Access, PowerPoint, Publisher, SPSS, SAS, ArcGIS
- Urban Forestry Street Tree Inventory – 2011
- Housing Development Professional Training, National Development Council – 2005 & 2006
- Accredited Grant Administrator, Indiana Department of Commerce – October 2004

LEADERSHIP / VOLUNTEER ACTIVITIES

- Member, American Water Works Association (AWWA) 2011 – Present
- Spanish Interpreter / Volunteer, Habitat for Humanity Monroe Co. 2010 – Present
- Member of Returned Peace Corps Volunteer Group 2009 – Present
- Receptionist in Spanish / Volunteer, El Centro Comunal Latino 2010
- Board of Directors, Hawthorne Community Center 2005 – 2006
- Honors Council Member, University of Tampa 2000 – 2003
- Investment Club Member, University of Tampa 2002
- Volunteer, Hudson Manor Retirement Home 2002
- Blood Drive Coordinator, American Red Cross 1997 – 2000
- Organized Event for WHAS Crusade for Children 1999