



PETROLEUM ENGINEER INTERN

Harley Renka

SKILLS

Communication



Problem Solving



Management



Python



Excel



Teamwork



CONTACT

Harley Renka
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(970) - 702 - 6665

EDUCATION

HOUSTON COMMUNITY COLLEGE

AS of General Science | 2022

GPA – 3.67

TEXAS A&M UNIVERSITY

BA Petroleum Engineering | 2025

GPA – 3.11

AWARDS & HONORS

National Society for Leadership | 2021 - 2022

Dean's List | 2020 – 2022

National Society of High School Scholars | 2008

REFERENCES

Patrick Renka: 970 – 380 – 4054

Luis Hernandez: 956 – 605 – 8630

Jonathan Schaeffer: 254 – 723 - 4482

OBJECTIVE

Self-motivated and highly skilled professional with background, training, and experience in science, mathematics, management, and engineering. High standards of ethics and sound moral character. A hard worker who contributes effectively to completing projects in a timely manner while complying with policies. Team player and results-driven, able to interact, accommodate, and assist in achieving company goals and deadlines.

EXPERIENCE

OPERATIONS MANAGER

Meadowlake Pet Resort | Houston, TX | 2016 - 2020

- Oversee day-to-day operations and quality.
- Team building, safety coordinating, scheduling, hiring, payroll, discipline, training, supporting, and retaining all staff.
- Maintaining, ordering, and tracking retail, office supplies, and support technologies.
- Budgeting and correspondence with vendors and clients.

ASSISTANT GENERAL MANAGER

Super 8 | Greeley, CO | 2012 - 2015

- Coordinate with staff to achieve smooth operation.
- Payroll, hiring, training, scheduling, and corporate account management.
- Found ways to reduce direct operating expenses to optimize revenue.

FRONT DESK MANAGER

Days Inn | Asheville, NC | 2008 - 2012

- Customer service, assigning rooms and check out, ensured work was completed accurately and on time.
- Data entry, accounting, and secretarial duties.