

Objective

Seeks to work in a challenging position within a progressive organization that allows room for learning and growth.

Skills

Microsoft Office, Presentation, Supervision, Public Speaking, Project Management, Event Planning, Data Entry.

Work Experience

Career Development Counselor

ABC Corporation - April 2011 – April 2012

- Assisted students with coping skills during all issues that may occur throughout their time living at the center.
- Tutored a group for Maths and English and assisted with the understanding of these skills.
- Performed case management with many different socio-economic statuses, races, and ethnicities.
- Assisted students with applying for employment, schools, and apartments.
- Performed groups for interpersonal skills, anger management skills, and social skills.
- Worked with the TANF (Temporary Assistance Needed Families) Program referred by the State of Missouri Child Welfare.
- Provided information program services available based on the clients needs.

Career Development Counselor

Delta Corporation - 2010 – 2011

- Established Corporate sales accounts, marketed computer training packages & organized monthly job fairs.
- Tutored a group for Maths and English and assisted with the understanding of these skills.
- Performed case management with many different socio-economic statuses, races, and ethnicities.
- Assisted students with applying for employment, schools, and apartments.
- Performed groups for interpersonal skills, anger management skills, and social skills.
- Worked with the TANF (Temporary Assistance Needed Families) Program referred by the State of Missouri Child Welfare.
- Provided information program services available based on the clients needs.

Education

B.A. in Psychology - (University at Albany - Albany, NY)