

# ROBERT SMITH

## CPR Instructor/Representative

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### SUMMARY

Detail-oriented with strong research, negotiation, and legal skills. Clients will be well served by giving them the option of settling their cases in court, with the help of an attorney, or through a mediation process with a professional mediator.

### SKILLS

Document Preparation, Federal And State Law Knowledge.

### WORK EXPERIENCE

#### CPR Instructor/Representative

ABC Corporation - 1989 – 1999

- Held a position with Ambulance Company as an EMT.
- Supervised the team on the department by scheduling times that we volunteered.
- Ordered supplies wrote all documents needed for each emergency call.
- Trained needed for continuing education.
- Communicated with other paralegal students different types of legal subjects.
- Helped different fellow classmates with homework assignments and projects.
- Created documentation for a class that was used as an example.

#### CPR Instructor

Delta Corporation - 1981 – 1986

- Teaching teens and adults at all school districts how to perform Cpr.
- Counting the money,i would help my grandma with the patients sometimes as well.
- Skills Used mouth to mouth, counting all the money we made a day.
- CPR Instuctor.
- My responsibility was to either assist or certify people to perform CPR Skills Used i demonstrated how to teach a skill set to people; in addition, i .
- Im licensed with American Heart Association.
- Teach CPR/BLS under myself now.

### SCHOLASTICS

- Master of Science in Conflict Management - October 2011(Sullivan University - Louisville, KY)