

Family Services Worker II

ROBERT SMITH

Phone: (123) 456 78 99
Email: info@qwikresume.com
Website: www.qwikresume.com
LinkedIn:
linkedin.com/qwikresume
Address: 1737 Marshville Road,
Alabama.

Objective

A financial specialist with proven experience in meeting goals and deadlines, organizational skills, reconciliation skills, and attention to detail. Experienced in handling complex and escalated customer services requests. Recognized for adaptability, accuracy and quality. A dependable and dedicated professional who understands the importance of personal productivity and department efficiencies.

Skills

Electronic Medical Records, Microsoft Office, Safety Assessment.

Work Experience

Family Services Worker II

ABC Corporation - September 2015 - June 2016

- Actively promoted the Child Start Program to community members, providing information to families.
- Prepared files for families interested in the program, and maintained the files of those already enrolled.
- Prepared monthly case reviews for each enrolled child, keeping track of their academic progress and of any health services, mental health services, and social services the child may need.
- Conducted home study assessments and prepared reports evaluating any needs the family may have.
- Helped families set and complete positive life goals.
- Identified and formulated new community resources that could assist with family goals and needs.
- Connected families to the appropriate resources and services available in the community.

Family Services Worker

Delta Corporation - 2010 - 2015

- Advocate for families in caseload Register families Make home visits Liaison between parents, teachers, behavior specialist, other school personnel, .
- Document all interactions with parents and community resources Conduct Family Engagement Summary (interviewing parents) Create flyers for parents .
- Assisted family in establishing and completing goals, liason for parents at doctors visits ARD meetings or whenever necessary Processed outer-agency .
- I manager 10-15 foster homes, with a total of up to 30 kids.
- Maintain the home for compliance purposes.
- I have learned the DFPS minimum standards, as well as how to manage homes.
- Recruit Students.

Education

Bachelor of Arts in Sociology, Anthropology, and Crime and Delinquency Studies - (Emporia State University - Emporia, KS)