

Robert Smith

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Field Researcher

SUMMARY

Looking for an entry-level position that allows the opportunity to be involved in a constructive environment for communicating and interacting with customers and people. An outgoing, social individual with a history of providing stellar customer service both face-to-face and over the phone.

SKILLS

Customer Service, Planning, Interpersonal, Training, and Development.

WORK EXPERIENCE

Field Researcher

ABC Corporation - February 2003 - May 2003

- Proactively coordinated and provided the necessary support to research projects of the organization.
- Ensured high-quality research work including developing studies, research instruments, analysis plans, and reports.
- Carried out documentation- research update reports, technical briefs, and research articles.
- Identified prospective research opportunities to apply for from the different resources.
- Developed research proposals and literature reviews.
- Coordinated and supervise the internal teams as well as external agencies and consultants hired for any survey, research, and evaluation assignments.
- Development of research tools & modules for training of field investigators/enumerators and train them.

Field Researcher

Delta Corporation - 2002 - 2003

- Utilize the Classroom Assessment Scoring System-CLASS(TM) framework.
- Work with the Child Trends research team to collect, clean, code, enter and validate data.
- Counted and analyzed marine animal populations.
- Population counts for the Southern Sea Otter and Harbor Seal Surveyed stream physical landscape.
- Mapped Big Creek and completed Steelhead Trout population counts.
- Data for the Preserves resources Produced maps of streams by hand Transect measurement to identify plant species Wrote independent grant proposal.
- Assisted with field potato production - planting, weeding, insect and pest management, soil management, and harvesting at Hancock Agricultural.

EDUCATION

Paralegal Program - (Durham-Nixon Clay Business College)