

BENJAMIN LEE

Resident Assistant

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PROFESSIONAL SUMMARY

Dedicated Resident Assistant with two years of experience in supporting residents' needs and enhancing community life. Proficient in conflict resolution, safety management, and organizing engaging activities that foster a sense of belonging. Committed to promoting a positive living environment that encourages personal growth and nurtures relationships among residents.

WORK EXPERIENCE

Resident Assistant
WidgetWorks Inc. Mar / 2024-Ongoing
Denver, CO

- 1. Ensured the safety and well-being of residents through regular monitoring and support.
- 2. Maintained accurate records and logs in compliance with agency guidelines.
- 3. Served as a liaison between residents and staff, addressing concerns and promoting communication.
- 4. Conducted resident intakes and checkouts, adhering to program protocols.
- 5. Reported issues to supervisors promptly, ensuring timely resolution of concerns.
- 6. Facilitated engaging activities that aligned with the agency's mission and enhanced resident experience.
- 7. Developed a sense of community among residents, fostering positive relationships and support networks.

Event Staff
Cactus Creek Solutions Mar / 2023-Mar / 2024
Phoenix, AZ

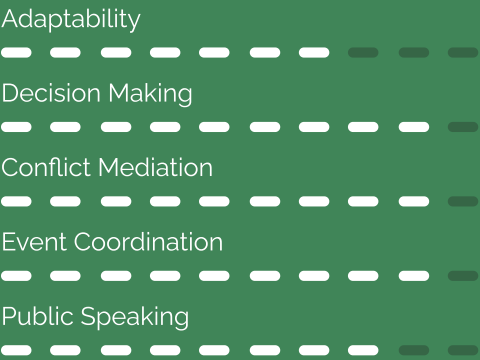
- 1. Managed ticketing and security checks during events, ensuring a safe environment for all attendees.
- 2. Assisted in organizing university events, enhancing community engagement and participation.
- 3. Coordinated meal plans and accommodations for residents during summer camps.
- 4. Maintained an on-call status to address resident needs promptly and effectively.
- 5. Conducted inventory assessments upon resident arrival and departure to manage facility resources.

EDUCATION

Bachelor of Arts in Psychology
State University Mar / 2022-Mar / 2023
Portland, OR

Focused on understanding human behavior and community dynamics to foster supportive environments.

SKILLS



INTERESTS

- Home Brewing
- Wildlife Conservation
- Running
- Public Speaking

STRENGTHS



LANGUAGES



ACHIEVEMENTS

- Facilitated over 10 community-building events, enhancing resident engagement by 30%.
- Developed a safety protocol that reduced incident reports by 25% within one year.