

# ROBERT SMITH

## Associate Senior Social Worker

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

---

### SUMMARY

Highly motivated social worker possessing effective and proven tools in creating solutions to challenges such as empowering clients to live healthier more productive lives by learning how to advocate for themselves. Passion to work with individuals in any professional environment who are in need of gaining hope and would greatly benefit from finding their own voice to grow into their best advocate.

### CORE COMPETENCIES

Microsoft Office, Microsoft Word, Microsoft Excel, Sex Abuse Trained.

### PROFESSIONAL EXPERIENCE

#### Associate Senior Social Worker

**ABC Corporation - January 2006 – May 2012**

#### Key Deliverables:

- Facilitates Intake/Psychosocial Assessments that involved telephone screening for program eligibility, Program information, HIPPA, Home visits for intake assessment/review documents, obtain appropriate signature(s) and arrange for a center appointment for a team assessment.
- Assesses for housing options, finances and the appropriateness for a Psychiatric Consultation.
- Evaluates the cognitive status by administering a Mini Mental Status Examination, Mental Status Questionnaire and a Geriatric Depression Scale.
- Examines the social support systems with the availability of support person(s).
- Collaborates with the participant, family and the Multi-Disciplinary Team.
- Responsible for completing accurate and timely documentation in the form of Progress Notes, Initial, Six Month, and Annual Assessment review(s).
- Initiates/updates client(s) care plan independently and with the Multi-disciplinary Team.

#### Senior Social Worker

**Delta Corporation - 2001 – 2006**

#### Key Deliverables:

- Provided discharge planning throughout a 325 bed hospital Mentor/Trainer to new staff Social Workers Responsible for assessing the needs of patients .
- Developed social service case plans for complex cases surrounding child abuse and neglect, assessed the need for and delivery of service to .
- Relevant Morgan County Child Advocacy Center Decatur, Alabama.
- Counsels and assesses the needs of clients and their families who are experiencing complex socio-economic problems or severe family dysfunction .

# ROBERT SMITH

## Associate Senior Social Worker

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

---

- Created (IPs) individual service plans and conducted psychosocial assessments for 21 assigned cases Appeared in Family Court when necessary for .
- Conducted assessments & dispositions for adults and children; Provided individual and family therapy; Provided case management & discharge planning; .
- Communicate with families and other involved parties to ensure agency policy is followed Using a timely ISP, arrange and provide services in the .

### EDUCATION

---

MSW in Family, Children and Youth - (Wayne State University - Detroit, MI)

