

Vocational Consultant

ROBERT SMITH

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Objective

Vocational Consultant is Preparing written job analyses incorporating information collected from employers and other data resources, Administering, score and evaluate vocational testing to determine the claimants functioning abilities and interests, Conducting transferable skill assessment to determine residual skills and suitable return to work option.

Skills

Organized, Timely, Winning Team Player, Loyal, Servant Leadership.

Work Experience

Vocational Consultant

ABC Corporation - July 1987 – June 1997

- Performed Intake and Eligibility determinations regarding individual entitlement to services.
- Conducted Vocational Evaluations to determine an individuals ability to benefit from eligible services.
- Researched labor market and economic indicators for an individuals desired occupation to establish employability and employment availability.
- Determined an individuals physical ability to RTW in a suitable occupation through the Job Analysis processes.
- Authored Individual Rehabilitation Plan(s) (IRP), documenting the responsibility of all involved parties during the Vocational Rehabilitation process.
- Developed Formal, On-The-Job and Direct Placement IRPs to suite individuals needs to acquire specific skills and/or employment for successful RTW.
- Supervised IRPs to ensure compliance of all parties and successful completion.

Vocational Consultant

Delta Corporation - 1986 – 1987

- Serve as consultant in 10 counties for KS Social and Vocational Rehabilitation Services.
- Perform various methods of vocational and psychological testing.
- Counsel private-sector and military individuals and families regarding problems such .
- Conduct intake and assessments to identify customers goals, strengths, education level, work expeirence and barriers to employment Counsel, coach .
- Provided return to work services to injured workers.
- Provided counseling, transferable skill analysis, vocational evaluation, job analysis and job placement.
- Duties included vocational assessment, vocational and aptitude testing, career counseling, job development and job placement, labor market searches, .

Education

B.A. In Christian Studies