Rowdy Roadrunner

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(555) 555-5555 | rroadrunner\_hp@csub.edu

**OBJECTIVE:** *Seeking full-time employment within the Helping Professions where I can offer excellent problem-solving abilities combined with prior counseling experience to improve the lives of children and families.*

**EDUCATION**

**California State University, Bakersfield** Bakersfield, CA

*Bachelor of Arts, Psychology, Sociology Minor; GPA 3.40* 01/20xx – 05/20xx

**Bakersfield College** Bakersfield, CA

*Associate of Arts, Sociology; GPA 3.00* 08/20xx – 12/20xx

*Relevant Coursework: Public Speaking, Biological Psychology, Lifespan Development, Statistics, Abnormal Psychology, Race and Ethnic Relations, Introduction to Research Methods (in progress)*

**SKILLS**

Languages: Bilingual, Spanish and English

Technical: Microsoft Word, Excel, PowerPoint, Social media platforms

Communication: Experience interacting with diverse client base in counseling and sales positions

Leadership: Involved in several organizations on campus and hold officer position

**RELEVANT EXPERIENCE**

**ABC County Department of Human Services** Bakersfield, CA

*Intern* 05/20xx – 12/20xx

* Utilized effective communication skills and empathy to conduct initial interview of clients and communicated results to 8 licensed therapists to determine therapeutic services, serving over 500 clients monthly.
* Researched agencies in the region and developed a comprehensive referral guide of over 200 social service programs available to assist clients and families.
* Demonstrated cross-cultural sensitivity working with a multicultural client base and professional staff.

**XYZ Youth and Family Services** Bakersfield, CA

*Volunteer* 01/20xx – 08/20xx

* Coordinated small group activities for youth ages 5 – 7 to help with life and social skill development.
* Collaborated with a team of volunteers and created educational exercises to encourage academic growth of middle school children in math and reading.
* Shadowed staff in over 30 individual and small group counseling sessions and observed techniques to help children and youth with a variety of personal and academic challenges.

**ADDITIONAL EXPERIENCE**

**Bakersfield Cafe** Bakersfield, CA

*Waitperson* 10/20xx – 12/20xx

* Demonstrated commitment to employer by taking extra shifts as needed to ensure adequate coverage to meet operational needs.
* Utilized excellent communication skills to greet diners, promote specials, and take orders, proactively and pleasantly serving 15 tables per shift to achieve 100% customer satisfaction on recent exit survey.
* Assisted with food preparation and cleaning in accordance with safe food handling and sanitation protocols to ensure a healthy and safe dining environment.

**PROFESSIONAL AFFILIATIONS**

CSUB Psychology Club, Vice-President 01/20xx – present

American Psychological Association, Student Member 08/20xx – present