

Robert Smith

Domestic Violence Victim Advocate

PERSONAL STATEMENT

Providing crisis intervention assistance to victims of domestic violence and other related crimes. Assuring appropriate prosecution of offenders; performing tasks related to the prosecution of persons charged with domestic violence, sexual assault, and stalking crimes; work is performed in an office and courtroom environment.

WORK EXPERIENCE

Domestic Violence Victim Advocate

Lee Conlee House Inc - June 2012 - 2021

Responsibilities:

- Knowledge of social service resources and agencies in the community.
- Knowledge of effective communication and motivation practices.
- Prepared and maintained accurate and complete case notes and client records.
- Planned, organized, and prioritized work in order to accomplish work in compliance with quality standards and deadlines.
- Built and maintained effective and professional working relationships.
- Met attendance requirements.
- Read, wrote, and communicated the English language.

Domestic Violence Victim Advocate

Delta Corporation - 2011 - 2012

Responsibilities:

- Assisted low-income victims of domestic violence through the process of obtaining a CPO at the Domestic Violence Intake Center of the DC Superior.
- Contacting up to 120 victims per month to offer services, referrals, and safety planning Aiding clients in navigating the criminal justice system.
- Non-profit serving victims of domestic violence, sexual assault, and elder abuse in San Diego County Domestic Violence Victim Advocate.
- Answered crisis calls, screened and assessed victims and their children, provided short-term therapy.
- Trained newly hired personnel and developed and provided recurring training to employees.
- Non-profit serving victims of domestic violence, sexual assault, and elder abuse in San Diego County Domestic Violence Victim Advocate.
- Working with the State of Washington served as a liaison under the Prosecuting Attorney and the Witness Protection Department In Centralia.

Education

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CONTACT DETAILS

1737 Marshville Road,
Alabama
(123)-456-7899
info@qwikresume.com
www.qwikresume.com

SKILLS

Spanish, Violence.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference - 1 (Company Name)
Reference - 2 (Company Name)