

ROBERT SMITH

Psychometrist II

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

SUMMARY

To obtain employment with a company that will allow to educate, support, and encourage others to obtain their full developmental potentials.

CORE COMPETENCIES

Psychological Assessment, Test Administration.

PROFESSIONAL EXPERIENCE

Psychometrist II

Orlando Neuropsychology & Counseling Center - May 2016 – 2020

Key Deliverables:

- Scored neuropsychological tests using appropriate norms and ensure accuracy of results, creating a data summary sheet for each patient.
- Observed and document each patients testing behavior.
- Established and maintained rapport with patients, striving to make the setting as comfortable as possible in order to complete all tests ordered by Dr.
- Interacted with patients and their families in a professional and empathic way using effective communication.
- Administered, scored, and interpreted a variety of psychological assessments for the purpose of diagnosing and developing treatment plans.
- Assessed categories included traumatic brain injury, dementia and memory loss, ADHD, personality disorders, depression, anxiety, and autism spectrum disorders.
- Co-facilitated a social skills Development Group for males ages living with developmental and intellectual disabilities.

Psychometrist

ABC Corporation - November 2015 – May 2016

Key Deliverables:

- Administered neuropsychological assessments to children and adults diagnosed with an acquired brain injury, neurodegenerative diseases/dementia, memory concerns, learning disorders, neurodevelopmental disorders, or epilepsy/seizure disorders.
- Scored neuropsychological tests using appropriate norms and summarized results in an Excel spreadsheet.
- Maintained and updated multiple Excel spreadsheets (e.g., data entry, updated scoring formulas to automate data entry, tailored contents of each spreadsheet for each patient, etc.) -Collaborated in report writing, editing, and scoring interpretations with Dr. Villar.
- Provided detailed behavioral observations for each patient.
- Effectively established rapport with patients, necessary to obtain valid test results.

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- Coordinated follow-up services for each patient (e.g., disseminating neuropsychological reports, scheduling feedback sessions, coordinating referrals).

EDUCATION

- Anatomy & Physiology I & II, Microbiology, & Statistics - 2004(Durham Technical Community College - Durham, NC)