

Robert Smith

Associate Professional Counselor

PERSONAL STATEMENT

Experience working with families, high conflict families, addiction, military life, teaching and providing academic advising.

WORK EXPERIENCE

Associate Professional Counselor

ABC Corporation - January 2008 - June 2012

Responsibilities:

- Launched and facilitated an ongoing support group for patients with a dual diagnosis.
- Participated in intensive out-patient therapy services which included attendance at team meetings with colleagues.
- Stayed actively involved in community connections in order to better benefit clients and families needs.
- Collaborated closely with staff members on the development of appropriate case plans to meet clients needs.
- Demonstrated outstanding case management (caseload of up to 105) and dedication to clients.
- Worked well with clients as well as staff. Being recognized for outstanding performance 6 months in a row.
- Worked closely with Psychiatrists who saw clients on work premises.

Professional Counselor

ABC Corporation - 2003 - 2008

Responsibilities:

- Provided Mental Health Counseling for children, youth, and families.
- Conducted Diagnostic Assessments and formulation and implementation of treatment plans.
- Performed administrative tasks as needed including phone and letter correspondence, daily activity logs, and process notes.
- Collaborated with team of professionals including doctors, nurses, case managers, and school administrators and teachers as needed.
- Participated in individual and team supervision meetings weekly.
- This is Dummy Description data, Replace with job description relevant to your current role.
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Education

Masters of Arts - (University of Northern Colorado - Greeley, CO)

CONTACT DETAILS

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

SKILLS

Technical Skills, Team Building.

LANGUAGES

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

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

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