



# Robert Lee

School Counselor



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267 918 2003



114 Chancery Rd. Langhorne, PA

- Robert's training as a guidance counselor provided him with the skills and tools he needed to help our most complex learners...These young learners quickly benefited by Robert's calm demeanor, patience and enthusiasm.

*Michele Spack,  
Principal  
Edgewood Elementary*

- His flexibility and thoroughness has proven to be an asset to our school community...due to his understanding and deep commitment to helping others grow...no doubt that he will be an asset as a guidance counselor.

*Donna Minnigh,  
Principal  
Oxford Valley Elementary*

- I have found Rob to be extremely professional, respectful, open minded, hard working, and flexible. His classmates highly respect him, and the professors admire him.

*Lisa Corbin,  
Adjunct Professor  
Holy Family University*

- Mr. Lee is always willing and eager to learn, continually improves his role, is able to implement various behavior plans and is able to form a bond with each student.

*Jacqueline Messina,  
Autistic Support Teacher  
Edgewood Elementary*

## Professional PERFORMANCE

### **Britton Industries, Inc. Morrisville, PA**

#### **Sales Manager, August 2016-November 2016**

- ✓ Manage a team of 6 account managers and 1 inside coordinator
- ✓ Setting forth stringent standards to hold account managers accountable
- ✓ Exceeding customer service standards to please all stakeholders (clients to upper level management)
- ✓ Increased training and teachable moments to account managers to facilitate personal and professional growth

### **Edgewood Elementary, Yardley, PA**

#### **Paraprofessional, October 2014 – July 2016**

- ✓ Implementation of academic and behavior plan for an autistic student according to his IEP
- ✓ Decreased student's noncompliance behavior while increased his learning
- ✓ Keep accurate and detailed documentation on student's progress
- ✓ Provide daily support and teaching to the school's most challenging learners and succeeding

### **Harry S. Truman High School, Levittown, PA**

#### **Internship II Student, January 2013 – April 2013**

- ✓ Served students out of their career center, assisting them with FAFSA, career searches, SAT registration college searches
- ✓ Saw students on a daily basis to discuss their issues
- ✓ Assisted with course selection and academic remediation

### **Mary Devine and Lafayette Elementary Schools, Croydon and Levittown, PA**

#### **Internship I Student, September 2012 – December 2012**

- ✓ Designed and ran small group sessions for in need students
- ✓ Ran a classroom curriculum for grades K-2 on appropriate behaviors in a social setting
- ✓ Held individual counseling sessions for identified students
- ✓ Participation in the SAP team

### **William Penn Middle School, Morrisville, PA**

#### **Practicum Student, January 2012-April 2012**

- ✓ Assisted in course selection for outgoing students to the high school

- ✓ Assisted with sixth grade transition into the middle school
- ✓ Met with students on my caseload on various issues
- ✓ Assisted with group sessions along with social worker

## **Certifications & Qualifications**

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|---|--|
| <ul style="list-style-type: none"> <li>• PA Certified School Counselor k-12</li> <li>• Crisis Committee</li> <li>• Multi-disciplinary (Child Studies) Team</li> </ul> | <ul style="list-style-type: none"> <li>• CPR and AED Certified</li> <li>• CPI Trained</li> <li>• QPR Trained</li> <li>• Proficient with MS Office</li> <li>• Proficient with technology</li> </ul> |
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## **EDUCATION**

**Masters, Counseling Psychology**, Holy Family University, 2010 – 2013

**Bachelors, Business Management & Psychology**, Millersville University of Pennsylvania, 2003 – 2007

## **Organizations**

**American School Counselor Association**

**Graduate Mentor Assistance Program**

**Graduate Student Advisory Board**

**Second Mile Program**

**Lambda Chi Alpha Fraternity**

## **Other Experiences**

**CrossFit Yards**, CrossFit Level 1 Coach, Head Kids Coach

**Vertical Screen**, Human Resources Researcher

**Abercrombie and Fitch**, Assistant Manager

**Enterprise Rent-A-Car**, Management Intern