

SAMPLE RESUME

PHILLIP PSYCHOLOGY

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EDUCATION

La Salle University, Philadelphia, PA

Bachelor of Arts

Expected May 20XX

Major: **Psychology**

- GPA: **3.74** (Major)
- Relevant Coursework: Counseling Theories and Principles, Research Design I & II, Theories of Personality, Psychological Assessment, Health Psychology

RELEVANT EXPERIENCE

Helping Hands Family, Collegeville, PA

Registered Behavior Technician

February 20XX - Present

- Implement and enforce a behavior plan created by a board-certified analyst
- Provide applied behavior analysis services and treatments to clients to teach appropriate skills in place of problematic behaviors, language, independence in daily life, and social skills
- Collect data and information based on client behavior to track improvements

Women's Organization Against Rape (WOAR), Philadelphia, PA

Intern

September 20XX – May 20XX

- Provide crisis counseling information and referrals via 24-hour hotline
- Document confidential client information into online database
- Assess and escalate calls to counselors if needed
- Assist with agency fundraisers and community educational programming

WORK EXPERIENCE

Greater Philadelphia YMCA, Philadelphia, PA

Camp Counselor

June 20XX – August 20XX

- Supervised and assisted children while they completed their schoolwork
- Organized a structured and consistent routine every week for children attending camp
- Communicated with parents of children within the program

LEADERSHIP & VOLUNTEER EXPERIENCE

Phi Mu Fraternity, Academic Committee

September 20XX – Present

- Create fun activities for members, such as game nights and outings, to help decrease academic stress
- Pioneered academic coaching program within the chapter to help sisters improve grades

American Red Cross, Blood Services Team Leader

November 20XX – May 20XX

- Recruited and trained new volunteers in Blood Services
- Aided with registration during blood drives across the Southeastern PA region

SKILLS & CERTIFICATIONS

Computer: Microsoft Word, Excel, PowerPoint

Language: Bilingual in French and Mandarin

Certifications: RBT (Registered Behavior Technician), CPR/FA, Safety Care Certification