

SAMPLE RESUME

SABRINA SOCIAL WORK

Philadelphia, PA | Name@lasalle.edu | 123.456.7891 | LinkedIn Link

EDUCATION

La Salle University, Philadelphia, PA

Bachelor of Social Work

Expected May 20XX

- GPA: **3.4**
- Academic Achievements: Dean's List (Fall 20XX) and Fall 20XX, Phi Alpha Honor Society

RELEVANT EXPERIENCE

Hospital Elder Life Program, Abington, PA

Intern

September 20XX-Present

- Maintain cognitive and physical function of high-risk older adults during hospitalization
- Assist with the transition from hospital to home by preparing necessary resources and materials and overseeing transportation

Co-Ex Peer Mentor, Philadelphia, PA

Student Mentor

November 20XX - Present

- Meet bi-weekly to check-in with 5 mentees and provide resources for academic and wellness support in order to help them find a balance between school and personal life
- Provide advice on time management skills, personal financing, and career planning
- Organize monthly excursions with other mentors through Philadelphia for 10+ students

RENU Program, Williamstown, NJ

Intern

January 20XX-April 20XX

- Closed around 10 cases referred to RENU from Division of Family Youth Services (DYFS)
- Attended and supervised visits of families with parenting coach

Moder Patshala Tutoring Program, Philadelphia, PA

Tutor

September 20XX - January 20XX

- Tutored 4 students a day with homework and projects, giving instructions on different ways to complete assignments
- Worked with program manager to organize and create educational materials
- Provided one-on-one tutoring twice a week, helping to raise students' grade from a B to an A in 2 subjects

WORK EXPERIENCE

CVS, Philadelphia, PA

Retail & RX Sales Associate

September 20XX - Present

- Distribute prescriptions both in the store and drive thru based on customer's needs

Retail Sales Associate

May 20XX – September 20XX

VOLUNTEER EXPERIENCE

Interfaith Hospitality Network, *Volunteer*

July 20XX-Present

American Human Animal Rescue, *Junior Volunteer*

Summer 20XX - Present

SKILLS

Computer: Microsoft Office Suite (Word, Excel, PowerPoint, Outlook)

Language: Fluent in Portuguese, Bengali and Hindi