

Name
email address

Present Address:
XXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXX
phone

Permanent Address:
XXXXXXXXXXXXXXXXXXXX
XXXXXXXXXXXXXXXXXXXX
phone

Seeking employment as a mental health technician.
Offering experience in counseling, program planning, and supervision.

EDUCATION: B.S. in Psychology
LeTourneau University, Longview, TX
Graduation Date:
GPA:

SKILLS PROFILE: Computer: Correll, Microsoft Office, and QuattroPro

Office Skills: Typing, phone skills, and filing.

Psychology: Advanced courses include Abnormal Psychology, Marriage and the Family, Personality Theory, Research and Design, Human Growth and Development, and Theories of Counseling.

EXPERIENCE: Resident Assistant: *LeTourneau University, Longview, TX*
Spent two semesters as an RA in the Women's Residence Hall. Supervised a residence wing of twenty women. Duties included writing reports, planning and conducting meetings, social and co-curricular programming, implementing discipline, and talking with the women in my living area. (dates)

Camp Counselor: *Mount Hermon Summer Camp, Mount Hermon, OR*
Lived with and led a group of 15-year-old girls for two weeks at a time as a camp leader. Duties included organizing meetings, planning activities, and being available to talk with the girls. (dates)

Additional Employment: Held several part-time and full-time jobs during the summer to supplement college expenses. Positions included housekeeper, waitress, desk clerk, and swimming instructor.

**EDUCATIONAL
HIGHLIGHTS:**

Honors Scholarship (dates)
Vice President, Habitat for Humanity (dates)
Student Body Secretary (dates)
Dean's List (dates)