

College Resume

YourFirstName YourLastName

University title

Name

ADDRESS

EMAIL

TELEPHONE

QUALIFICATIONS: Bachelor's degree in psychology

Kean University-1000 Morris avenue Union NJ 07083

PROFILE: A psychologist with over 5 years of experience and knowledge in dealing with people as a registrar, as a chaperone/ counselor and as an assistant teacher for 8th graders. Over the years, having worked in various positions, I have acquired skills in leadership and people management skills, thus enriching myself with required skills in dealing with highly dynamic people of varying ages. I exhibit values of teamwork and believe in team intrinsic motivation in achieving goals and objectives. A highly reliable individual with proven ability to organize people in groups, helping them achieve their goals and objectives.

WORKING EXPERIENCE

Organization Project Adelante Academic Program, Kean University 2012 to present

Role Teacher assistant

Duties Work as a teacher assistant for 8th grader students

Participate in all staff meetings and development sessions

Developed leadership skills in this position

Organization AIM HIGH seasonal academy program 7/1/2013 to
7/21/2013

Role chaperone/counselor

Duties Accompanying and looking after students during class session
hours
Taking care of the students during their extracurricular activities

Organization Pretty girl Store

Role Registrar

Duties Identifying customer needs and categorizing them with proper
products
Worked as a register in the store
Taking inventory

PROFESSIONAL CLUBS MEMBERSHIP

Club Club Colombia

Aim Getting all people, regardless of their heritage involved in
community service

Purpose Through meetings held on weekly basis, members discuss
important issues pertaining to the college and community experience
Raising funds through various schemes for the needs of the club

Club Values Non-discriminative club that allows membership to interested people of all countries

Founded by a group of Colombian students in 1994 who sought to demonstrate that apart from the stereotyping associated with the country, there is more to explore in the society.

Grown over the years to accommodate not only students of Columbian origin, but also integrates those of Latin American origin.

Currently, Club Colombia accounts for the largest group of culturally integrated students in Kean University

Believes in ethics of inclusion and that where one comes from does not matter, so long as they focus in serving the community.

Club Accents/International Club

Purpose Providing students with opportunities to apply English learned skills outside their classes

To help students improve their English

Arrange meetings for interested students and help them improve their spoken English skills, thus improving their confidence

Organizing fundraisers, parties and publishing club magazines to help members improve their English skills

Duties Producing an accent magazine that features articles written by international students, particularly those from non-English speaking countries in four continents

Providing Kean University students of varying cultures with unique opportunities to express their thoughts and creative skills either verbally or artistically

VOLUNTEERING/ COMMUNITY SERVICE

Club Dominican Republic – Club “Tesoro de la niñez” and “School Jesus Maria Gonzalez”- International Volunteer

Duties With other members of the club, contributed money to help in renovating a building for the “Tesoro de la niñez” club, whose purpose was children development and entertainment

In collaboration with the school supplies department, I contributed money and important supplies to Jesus Maria Gonzalez, Yaque Abajo Santiago Dominican Republic.

INTERESTS

REFERENCES: Available on request