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**OBJECTIVE:** Social Services/Social Worker position in the Cleveland area.

**SUMMARY:** • Hands-on experience in the social services area.

 • Magna Cum Laude graduate with BS in Social Work.

**EDUCATION:** **Bachelor of Science in Social Work, May 2008**

 Illinois State University, Normal, Illinois

 Graduated Magna Cum Laude with a GPA of 3.6 on a 4.0 scale

 Courses taken included:

 Social Work Methods I/II/III Social Systems and Social Work Practice

 Field Education I/II/III Social Welfare and the Law

 Child and Family Services Social Work and Medical Issues

 Social Services for the Aging Social Work in Criminal Justice Settings

**EXPERIENCE:** **Administrative Assistant, May 2007 to August 2007**

 **State Department of Health and Social Services, Denver, Colorado**

 • Responsible for coordinating and conducting intake interviews for welfare new cases.

 • Assisted in developing and presenting public awareness program .

 • Co-authored “Using Your Food Stamps Wisely” brochure for use in state program. This brochure has now been adopted for use by seven other states.

 **Staffer, May 2006 to August 2006**

#  Help for the Homeless Shelter, Denver, Colorado

 • Drove van throughout the city to deliver daily hot meals to the homeless.

 • Assisted in coordinating volunteer help in food preparation.

 • Contacted churches and social service agencies to request financial and personnel support.

**ACTIVITIES:** • Volunteer, Homelessness Prevention Initiative, 2005-Present

 • Volunteer, Crisis Hotline, 2007-2008

 • Volunteer, Battered Women Shelter, 2006-2007