

L.B.

Objective

Seeking career opportunity in Social Services or mental Health field.

Education

Bachelor of Arts, Psychology, Chicago State University, Chicago, IL

May 2011

Major: Psychology

Relevant Courses:

Abnormal Psychology, Childhood & Adolescence, Cognitive Psychology, Experimental Psychology, Life Span Development, Psychology of Personality.

Employment Experience

Chicago State University, Chicago, IL

September 2009 – May 2010

Math & Computer Science Department, student assistant

- Displayed a professional demeanor with a cheerful positive attitude
- Scheduled appointments for advisors and minimized conflicting schedules
- Entered data and created new files in the computer system

Admissions Office, student assistant

September 2008 – May 2009

- Processed and entered undergraduate applications in the computer system
- Provided secretarial support and front desk reception services

Chicago Park District, Chicago, IL

October 2007 – May 2008

Carver Park Recreation Leader

- Lead and participated in games, drills, and agility exercises for children ages 6-13
- Read to children and taught simple paintings, songs, and other recreational activities

Seward Park Recreation Leader, Seasonal

June 2003 – August 2007

- Accompanied children on field trips to educational institutions, public, and recreational functions
- Provided adult supervision to ensure the safety and well-being of children
- Lead and participated in games, drills, and agility exercises
- Read to children and taught simple paintings, songs, and other recreational activities

Green Briar Park Recreation Leader, Seasonal

June 2002 – August 2002

- Accompanied children on field trips to educational institutions, public, and recreational functions
- Lead and participated in games, drills, and agility exercises

Volunteer Work

Chicago Park District, Chicago, IL

Green Briar Park Recreation Leader, Seasonal

June 2000 – August 2001

- Accompanied children on field trips to educational institutions, public, and recreational functions
- Lead and participated in games, drills, and agility exercises