

Psychology Sample Résumé

Chris Smith

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OBJECTIVE

A position as a case worker assisting teenagers with learning life skills and personal development.

EDUCATION

Bachelor of Arts in Psychology, May 20XX

Northern Illinois University, DeKalb, IL

Minor: **Family and Child Studies**

GPA: **3.9/4.0**

SKILLS

Foreign Language: Fluent in Spanish; comfortable with basic translating and interpreting; capable of reading and writing in Spanish

Computer: MS Office: Word, Excel, PowerPoint

SOCIAL SERVICES EXPERIENCE

Psychiatric Technician, Kishwaukee Community Hospital, DeKalb, Illinois, 20XX – Present

- Assist patients in a team-based psychiatric setting; provide feedback on patient functioning to professional staff
- Gain first-hand knowledge of the applied use of DSM-IV, psychotropic medications, and evidence-based treatments for anxiety and mood disorders
- Facilitate group therapy sessions in a supportive manner that involves all group members
- Counsel patients on a one-to-one basis, focusing on life skills and behavior modification

Developmental Aide, Opportunity House, Jonestown, IL, 20XX – 20XX

- Organized and conducted recreational activities for 6-10 developmentally disabled adults
- Co-presented personal hygiene and social skills workshops

Patient Care Technician, St. Thomas Aquinas Hospital, Woodstock, IL, 20XX – 20XX

- Transported patients with physical disabilities to hospital departments efficiently and safely
- Conducted special deliveries to patients and departments in a timely manner
- Answered phones and staffed the front desk, pharmacy, and gift shop as needed using excellent customer service skills
- Interacted professionally and confidentially with nursing staff and doctors

VOLUNTEER EXPERIENCE

Homework Helper, Community Connection, DeKalb, IL, October 20XX – March 20XX

- Provided support and tutoring assistance for math, reading, science and social science homework assignments utilizing Spanish language skills
- Supervised more than 20 grade school students at a local community center
- Instructed students on how to use computer programs, such as Microsoft Word and basic keyboarding
- Mediated student conflicts and taught listening and conflict resolution skills

Kitchen Help, Thomas Center for the Homeless, Plainview, IL, 20XX– 20XX

- Helped prepare and serve meals to residents during weekends
- Developed and led age-appropriate recreational activities for pre-schoolers
- Named "Volunteer of the Month," January 20XX, August 20XX

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RESEARCH EXPERIENCE

Research Assistant, School Psychology Lab, Northern Illinois University, DeKalb, IL, May 20XX – August 20XX

- Completed an inventory inspection of intervention materials; researched new interventions
- Entered district-wide CBM data into SPSS and AIMSweb; scored MAZE data
- Wrote literature reviews for lab-related articles on social support, bullying and response-to-intervention

Research Assistant, Clinical Psychology Lab, Northern Illinois University, DeKalb, IL, January 20XX – May 20XX

- Explained lab session procedures to participants and administered surveys
- Read articles in preparation for weekly graduate level research presentations on hypochondriasis, social phobia, anxiety and depression
- Attended weekly meetings with research team to discuss protocol changes

ORGANIZATIONS

Secretary, Psi Chi National Honor Society in Psychology, Northern Illinois University, DeKalb, IL, January 20XX – Present

- Schedule guest speakers to present on mental health and psychology career topics
- Participate in fundraising and service events, such as Toys for Tots and Relay for Life

Psychology Representative, Student Advisory Council, College of Liberal Arts and Sciences, Northern Illinois University, DeKalb, IL, August 20XX– May 20XX

- Attended monthly meetings to discuss university policies and voice students' concerns
- Screened and selected nominees for Excellence in Undergraduate Teaching Award

LEADERSHIP ACTIVITIES

President, Student Psychological Association, Northern Illinois University, DeKalb, IL, 20XX

- Coordinated programming through networking with professionals in psychology and social service field
- Strategized with executive board to increase membership by 25% during tenure

Neptune Hall Council Member, Northern Illinois University, DeKalb, IL, 20XX – 20XX

- Established and voted on resident hall policies and procedures
- Served as Third Floor President

HONORS AND SCHOLARSHIPS

Ryanne Mace Memorial Scholarship – Fall 20XX

University Honors Program, May 20XX – Present

A. Bond and Margaret F. Woodruff Scholarship Fund, Psychology – Spring 20XX

Elizabeth J. Schwantes Undergraduate Scholarship in Psychology – Fall 20XX