SAMPLE RESUMÉ – BSW COMBINATION © 2021 The DiNitto Center

###### Kendall Andrews

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# CAPABILITIES

* Proven ability to provide case management services and connect clients to community resources
* Strong conflict mitigation and problem solving skills
* Excellent written and verbal communication skills, including conversational Spanish
* Experience with community outreach and client advocacy
* Knowledge of program evaluation techniques including data collection and report writing

##### EXPERIENCE HIGHLIGHTS

Salvation Army, Austin, Texas

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| **BSW Intern** | 9/19 – 12/19 |

* Performed intake casework, case-managed clients, assisted with employment program (homeless population)
* Collected baseline research data and produced summary report
* Co-facilitated a Life Skills group for 10 individuals facing homelessness

Texas Department of Protective and Regulatory Services 1/17 – 5/19

**Runaway Hot Line Volunteer**

* Provided telephone support and established empathic rapport with runaways
* Connected runaway teenagers with community resources as needed
* Completed ten hour training on risk assessment

Bridging Differences Camp 5/17 – 7/17

**Camp Counselor**

* Mentored and taught leadership skills to 12 elementary school girls during week-long camp
* Used conflict mediation skills to help girls resolve any interpersonal disagreements during camp
* Created and led self-esteem building activities for groups of 25 girls during recreation time

# EDUCATION

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| The University of Texas at Austin, Steve Hicks School of Social Work  **Bachelor of Science in Social Work** | Anticipated 12/2019 |
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COMMUNITY SERVICE

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| Johnston High School, Tutor | 9/16 – 5/16 |
| Alternative Learning Center, Tutor | 9/15 – 9/16 |
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AFFILIATIONS, CERTIFICATIONS, AND HONORS

Member, National Association of Social Workers

Chosen “2019 Volunteer of the Year,” Texas Department of Protective and Regulatory Services, Runaway Hot Line

**LEADERSHIP**

President, Social Work Council Steve Hicks School of Social Work, The University of Texas at Austin 9/18 – 9/19

Dean’s Ambassador, Steve Hicks School of Social Work, The University of Texas at Austin 9/18 – 9/19