Los Angeles, California l 1-855-0000000 l jane\_smith@yahoo.com

**Jane Smith**

**SAMPLE OBJECTIVE**

An aspiring psychology professional seeking to expand my skills and experiences with people and society in order to effectively support them through better psychological interventions and service

**SAMPE WORK EXPERIENCE**

**PSYCHOLOGY ASSISTANT** January 2011- January 2015

* Provided assistance and support to professional psychologists and other medical practitioners as needed
* Communicated with different personalities, including employees, patients, doctors, and nurses during the weekend
* Analyzed patients’ body language and shared assessment to the medical team

**Trainee, Children’s Hospital Los Angeles** October 2009 – December 2010

* Trained at the Psychology Department of the hospital
* Developed children’s self-esteem through physical, social, and academic program
* Supervised children with ADHD

**EDUCATION**

**BACHELOR OF SCIENCE IN PSYCHOLOGY** 2010

Name of University Los Angeles California

**COURSES AND TRAINING**

* Gender Sensitivity in the Workplace 2014-2016
* English for Professional Purpose course, 2013 – 2014
* Computer in Office Management couse, 2013 – 2014
* Communication Skills at Work workshop, 2014
* Administrative Skills course, 2014

**SKILLS AND COMPETENCIES**

* Ability to work in groups and demonstrate excellent communication skills
* Ability to Work under pressure in a demanding work environment
* Ability to resolve conflicts effectively
* Strong leadership skills