**First Last**

Louisville, KY │ (XXX) XXX-XXXX │ [professionalemail@icloud.com](mailto:professionalemail@icloud.com)

**PROFILE SUMMARY**

Psychology student skilled in interpersonal communication, active listening, and organization. Administrative experience in working in an office and effectively utilizing Microsoft Office to complete related tasks. Seeking to apply knowledge and skills in an entry-level case management position within a human services agency/organization.

**EDUCATION**

**University of Louisville** Louisville, KY

**Bachelor of Arts in Psychology** **2020**

* GPA: 3.5/4.0
* Kentucky Governor’s Scholar

**RELATED COURSEWORK**

**University of Louisville, College of Arts and Sciences** Louisville, KY

**Cognitive Processes in Psychology** **(PSYC 307)**  August **2019 to December 2020**

* Developed understanding of theory and research on cognition, concept attainment, memory, language, creativity, problem-solving, and decision making
* Completed an 11-page term paper critically examining the role of perception and importance of visual perception in cognitive processes
* Participated in meaningful discussions with students in small groups and individually during class lectures

**University of Louisville, College of Arts and Sciences** Louisville, KY

**Psychology of Diversity (PSYC 310)**  **January 2018 to May 2019**

* Explored various psychological processes related to interactions between diverse individuals and groups
* Critically examined psychological processes including perspective taking, belief updating, creativity, identity formation, stereotyping, micro-aggressions, and prejudice
* Completed two five-page term papers and weekly response papers based on a variety of topics on race, gender, and sexuality

**Professional Development and Training**

**Skills for Inclusive Conversations**, LinkedIn® Learning **May 2020**

**Developing Conflict Management and Resolution Skills**, LinkedIn® Learning **April 2020**

**Developing Communication Skills and Interpersonal Influence**, LinkedIn® Learning **April 2020**

**Essentials of Team Collaboration**, LinkedIn® Learning **March 2020**

**Creating a Culture of Collaboration**, LinkedIn® Learning **March 2020**

**COMMUNITY SERVICE**

**Hawesville Community Center** Hawesville, KY

**Food Pantry Volunteer April 2018**

* Assisted with distributing donated items to individuals and families
* Provided referrals to additional community resources and organizations

**EMPLOYMENT**

**Hancock County High School** Lewisport, KY

**Academic Success Tutor** **December 2014 to May 2016**

* Tutored 7+ high school students in a variety of subjects including English and Math
* Utilized active listening strategies to assess student needs
* Recognized different learning styles and preferences to provide the best services possible