# **David Crampton**

123 Main Street • Hillsboro, OR 97124 • (111) 111-1111 • David.Crampton@gmail.com

## CAREER OBJECTIVE

To obtain a position as a Human Services Assistant 2/ Case Aid with the Department of Human Services.

### CORE QUALIFICATIONS

- Experience working with individuals experiencing trauma and or presenting in crisis
- Skilled in planning and resolving complex problems in a human service setting
- Experience working with a team including planning, setting goals, and evaluating
- Conversational in written and spoken Spanish
- Valid driver's license with a perfect driving record. Familiar with navigating efficiently within Washington County
- CPR, AED, and First Aid certifications; Able to pass a criminal history and abuse check

### EDUCATION

#### Associates of Applied Science: Family and Human Services

Portland Community College, Portland, OR

### PROFESSIONAL EXPERIENCE

#### Department of Human Services, Field Experience Intern

- Supported with family intakes, coordination of services, and referrals to services such as mental health, drug and alcohol treatment.
- Arranged transportation and childcare services for clients; ensured that support services such as bus passes were distributed.
- Connected clients with employment services, monitored attendance and progress for required Jobs classes with the Steps to Success Program.

#### Camp Howard Summer Camp, Camp Counselor

- Responsible for 12 youth, ages 14-16.
- Developed daily classes that implemented lecture, group activities, and class discussion to develop responsibility and leadership.

#### Denny's, Server

- Provided exceptional customer service; expedited food orders efficiently and correctly.
- Proven ability to multi-task in a fast-paced stressful environment.

#### September 20XX-April 20XX

# Summers 20XX–20XX

September 20XX–June 20XX

June 20XX