

## Resume Sample – SOCIAL WORK MAJOR

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### Mary E. Anders

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Milwaukee, WI 53233  
(414) 288-5576 (school)

1121 12<sup>th</sup> Street  
Chicago, IL 60000  
708-124-5678 (home)

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#### CAREER OBJECTIVE

To secure a social service position involving children.

#### EDUCATION

MARQUETTE UNIVERSITY, Milwaukee, WI  
**Bachelor of Arts Degree in Social Work**, May 20xx  
Minor: Psychology  
GPA 3.0/4.0; GPA in Major 3.3/4.0

##### Relevant Courses

Social Welfare Policy	The African-American Family
Social Work Ethics	Integrating Policy and Practice
<u>Language:</u> Basic conversational Spanish	

#### RELATED EXPERIENCE

Fall 20xx      TEEN PREGNANCY SERVICE OF MILWAUKEE, Milwaukee, WI  
**Social Work Student** (Field Placement Experience)

- Managed a caseload of low-income, prenatal and postnatal clients
- Carried out pregnancy testing, counseling, program intakes, home visits, and coordination with a multi-disciplinary team

Summer  
20xx      ADVOCATES FOR RETARDED CITIZENS, Milwaukee, WI  
**Group Facilitator**

- Organized, planned and participated in educational and social activities with a group of mentally handicapped young women.

1/xx-5/xx      MOUNT SINAI HOSPITAL, Milwaukee, WI  
Day Care Program (Alzheimer patients)

##### **Staff Assistant**

- Assisted staff with care of patients. Served meals and participated in activities with patients.

#### OTHER EXPERIENCE

Summer  
20xx      MARSHALL FIELDS, Chicago, IL  
**Sales Person**, Women's clothing

#### AWARDS/ACTIVITIES

Dean's List, three semesters  
Academic Scholarship, three years  
Alpha Kappa Delta-Sociology Honor Society

#### REFERENCES

**Available Upon Request**