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## Assistant Group Supervisor Resume

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### Job Objective

Seeking dependable agency in which my Assistant Group Supervisor skills can advance and grow with the company.

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### Highlights of Qualifications:

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- Profound knowledge of EHS Program, major R&D and industrial facility
  - In-depth knowledge of managing and supervising EHS professionals
  - Excellent written and oral communication skills
  - Ability to work collaboratively with other Groups
  - Excellent interpersonal, communication, organization, and multitasking skills
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### Professional Experience:

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Assistant Group Supervisor  
Lifesteps, Inc., Little Rock, AR  
August 2005 to till date

- Provided back-up coverage in the absence of Group Supervisor.
- Directed ongoing technical projects in the Group.
- Attended Department, Branch and Project meetings on special assignments.

Assistant Group Supervisor  
The GEO Group, Little Rock, AR  
June 2002 to July 2005

- Implemented daily program activities.
  - Assisted with the implementation of behavior plans.
  - Effectively communicated with parents and guardians.
  - Assisted children in developing habits of caring for own clothing and picking up and putting away toys and books.
  - Communicated with students using positive behavior intervention strategies.
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### Education:

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Bachelor's Degree in Operations Management  
Russell Sage College, Troy, NY

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