
County Extension Agent Resume

Job Objective

Seek a County Extension Agent position where I can apply my experience and efficiently contribute to the company's growth.

Work Experience:

County Extension Agent, May 2004 – Present
North Carolina State University, Bristol, TN

- Served as the county Extension administrative leader.
- Coordinated resource development.
- Executed marketing extension programs and impacts.
- Provided guidance for addition programs.
- Maintained an effective advisory leadership system in all program areas.

County Extension Agent, March 2002– April 2004
Kansas State Research and Extension, Bristol, TN

- Administered interpretation and communicating policy, teaching, evaluating, and reporting.
 - Coordinated staff development, training and maintained Affirmative Action Plan.
 - Assisted the county extension staff in developing county extension program.
 - Facilitated to organize and market the extension program.
 - Assisted in preparing budgets.
-

Summary of Qualifications:

- Vast experience in planning, and conducting Extension programs
 - In-depth knowledge in educational technologies and their appropriate use in the development of educational programs
 - Extensive knowledge of employment law and sound management practices
 - Proficient with Microsoft Office Suite – Excel, Word and Power Point
 - Proven expertise to reach and teach diverse audiences
 - Excellent program development and design skills
 - Sound communication skills
 - Efficient organizational and management skills
-

Education:

Associate Degree in commerce, Blue Mountain Community College, Pendleton, OR

[Build your Resume Now](#)