
Crime Victim Advocate Resume

Job Objective

To secure Crime Victim Advocate position to help contribute to the growth of the organization.

Highlights of Qualifications:

- Excellent experience in coordinating with victim especially vulnerable children
 - Sound knowledge of community resources of the county
 - Profound knowledge of criminal justice system
 - Ability to communicate with victims and prosecutors on a regular basis.
 - Ability to maintain confidentiality of information
 - Proficient in multiple cultural outreach programs
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Professional Experience:

Crime Victim Advocate
City of Carrollton – Carrollton, TX
August 2012 – Present

Responsibilities:

- Determined effective medium of communications and coordinated with victims.
- Analyzed requirement of victims and designed appropriate plans to resolve issues.
- Coordinated with victim advocate services and measured effectiveness.
- Documented photographs of victim injuries and preserved criminal evidence.
- Communicated with victims on regular basis and provided testimony.
- Participated in pre- trial meetings and parole hearings.

Crime Victim Advocate
Alachua County – Gainesville, FL
May 2009 – July 2012

Responsibilities:

- Communicated with family members and guardians and communicated status for every criminal case.
 - Provided advocacy services for the victims and their associate families.
 - Developed and maintained relationship with police, prosecutors and county attorneys.
 - Supervised court school for victims and its curriculum.
 - Participated in various community outreach programs and offered assistance to victims.
 - Prepared protocols and procedures for as advocates of victims.
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Education:

Bachelor's Degree in Criminal Justice
Montclair State University, Upper Montclair, NJ

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