
HIV Counsellor Resume

Job Objective

Highly-motivated HIV Counsellor seeking position with company in which to put my experience to good use.

Highlights of Qualifications:

- Extensive experience of HIV testing, counseling and community outreach activities
 - In-depth knowledge of community health education, referral system, and Evidence Based Intervention
 - Operational knowledge of Microsoft Word and mobile medical vehicle
 - Familiarity with maintaining data confidentiality and phlebotomy certification
 - Ability to prepare and maintain records and reports, properly
 - Ability to work with at risk populations and provide group counseling, efficiently
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Professional Experience:

HIV Counsellor
Lourdes Health System, Orange, CT
August 2012 – Present

Responsibilities:

- Conducted and coordinated health education programs and risk reduction counseling sessions.
- Promoted HIV testing services and handed out marketing materials
- Performed HIV tests and interpreted test results, correctly.
- Recorded and maintained all test results in relevant database, with accuracy.
- Provided follow-up care to HIV positive clients and referred them to appropriate medical and community resources.
- Obtained and retained a valid HIV Prevention Counselor Certification, diligently.

HIV Counsellor
AIDS Healthcare Foundation, Orange, CT
May 2009 – July 2012

Responsibilities:

- Executed and managed community outreach and participant-recruitment drive.
 - Selected and travelled to venues for conducting different types of HIV tests.
 - Obtained and processed biological samples in compliance with government-approved guidelines.
 - Determined and provided appropriate HIV pre and post-test counseling to participants.
 - Prepared and maintained all mandatory paperwork and electronic records.
 - Built and maintained effective relationships with relevant community agencies.
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Education:

Bachelor's Degree in Social Work
Judson University, Elgin, IL

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