
Job Counselor Resume

Job Objective

Looking for the career as a Job Counselor that allows me to utilize my knowledge in innovative and best possible ways.

Work Experience:

- Job Counselor, 2006 to Present
 - National Employment Counseling Association, Alexandria, VA
 - Conducted a variety of tests such as aptitude and skills tests.
 - Advised and assisted students with academic and career plans.
 - Analyzed employment options and developed the skills necessary to get a job.
 - Collected and evaluated information about education, previous employment experience and skills.
 - Identified client's strengths, weaknesses, aptitudes, personality characteristics, attitudes and interests.
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Summary of Qualifications:

- Proficient at resume preparation
 - Immense ability to offer job placement assistance
 - Excellent interpersonal and communication skills
 - Profound ability to help clients in making wise career decisions
 - Extended ability to assist client's examine interests, styles and their abilities
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Education:

B.S. in Psychology, 2004, Hope International University M.S in Counseling, 2006, Grand Canyon University

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