

# Gustapha Mulin

- Alumnus resume
- Clear and specific objective
- Experience highlights skills in support of objective
- Excellent formatting

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**OBJECTIVE:** Seeking an Assistant Director position in a non-profit organization.

## **EXPERIENCE:**

### **Employment Specialist**, February 2006 - Present

First Step Program, New York County Social Services Agency, New York, NY

- Facilitate job readiness workshops for more than 400 disadvantaged women.
- Research and develop employment opportunities for clients in nonprofit and service-oriented industries.
- Instruct clients on resume writing and Windows 2000 functions.
- Manage more than 20 interns in university internship program.

### **Social Service Case Worker**, October 2003 - February 2006

City of New York Social Services, New York, NY

- Counseled more than 800 clients on educational, vocational, and personal concerns.
- Conducted field visits; testified at court proceedings.
- Implemented crisis intervention, mediation, and conflict resolution.
- Coordinated recreational program activities for 38 foster children.

### **Intern Caseworker**, June 2003 - August 2003

City of New York Social Services, New York, NY

- Scheduled ACS child support appointments, interviewed clients and obtained pertinent information.
- Designed and implemented database to track client activities.
- Social Worker Intern of the Month, City of New York.

## **COMMUNITY SERVICE:**

**Mentor**, Boys Clubs of America, New York, NY, 2002-2003

**Volunteer**, LaGuardia Homeless Shelter, New York, NY, 2000-2002

## **EDUCATION:**

**Bachelor of Arts in Sociology**, May 2003

Minor in Theology - GPA 3.43/4.00

Vanderbilt University, Nashville, TN