

## Chronological Format/with Summary

**Diana Perez**

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**Objective/Summary of Skill & Qualifications:** *Seeking a challenging position as a Case Manager using my experience and education.* Broad exposure to numerous counseling issues working with diverse clientele Excellent background and assisting emotionally/behavioral disturbed individuals. Dedicated self –starter who enjoys challenges, including learning and applying new skills. Committed to helping individuals changes and improve the quality of their lives. Bring enthusiasm and energy into group efforts. Enjoy encouraging other and developing rapport. Personal strengths including patience, excellent organizational and communication skills, positive and collaborative team attitude, fast learned, practice with care and confidentiality, and life experience that offer stability, sense of responsibility and maturity. Bilingual: English-Spanish. Validated NY State Driver's Licenses.

### **Education:**

YORK COLLEGE/CUNY, Jamaica, New York, NY

**Major: Social Work - Bachelor Degree in Social Sciences received June 2006**

**Relevant Course:** Health and Disease, Social Research, Social Work Practicum, Ethnicity, Social Welfare, Human Development I, Practice I & Skill lab, Human Development 2, Politic and Government in USA, Activities for Social Work Setting, Advanced Developmental Psychology. Activities in Human Services, Biology, Community Dynamics, Developmental Psychology, Group Dynamics: Activities for Human Services Setting, HIV/Aids Public Health, Criteria and Health Issue, Human Structure and Fundamental Lab, Women Myth and Reality.

• LAGUARDIA COMMUNITY COLLEGE/CUNY, Long Island City, New York, NY

**Associate in Human Services/Child Development, received in June 2002**

• State University of Medicine, Guayaquil Ecuador

Major: Nursing, Received Degree in Nursing in March 1985

• Municipal Career Center, New York, NY

Received Nursing Assistant Certificate September 8, 1999

**Clinical Experience: (Require internship)**

05/05 – 05/06

Social Worker, FECS Project COPE, Jamaica, Queens

Duties: Received and coordinate referrals for admissions to the agency. Scheduled and conducted pre-admission and diagnostic assessment. Serve as a leader for treatment groups, including health and wellness and resources for living. Counseled 200 hours, Individuals involved in substances abused and mental illness. Good exposure dealing one – one with diverse population and wide range of clientele from small children to older adults.

### **Professional Experience:**

JEWISH COMMUNITY COUNCIL, New York, NY

08/90-Present

#### **Eldercare Provider**

Assisting with daily personal activities in order to develop independence, and provided and maintains full awareness of total care for patients with disabilities in all areas.

LINKING LIVES HEALTH & EDUCATION PROGRAM, New York, NY

08/04- 4/05

#### **Research Assistant (Saturday)**

Assisting Parents and youth in filling out social work questioner. Assisted in data collection, recruitment, and facilitator.

SOUTH QUEENS BOYS AND GIRLS CLUB, Richmond Hill, NY

09/03-11/04

#### **Homework Assistant (Required Internships)**

Provided help with homework in after school program. Helping in the social program, assuming responsibilities for safety in the group.

ST. MARGARET MARY HEAD START CENTER, Astoria, NY

09/02-7/03

#### **Assistant Teacher (Required Internships)**

Assist the teacher with classroom task provided to children from 2 to 5 years old.

LAGUARDIA COMMUNITY COLLEGE/CUNY, Long Island City, NY

08/00-5/02

#### **Library Assistant**

Catalogued new Items. Assisted students in the file section with microfilms, magazine and newspaper, answered questions and telephones.