John Smith

123 Pelican Drive New York 999-999-9999 johnsmith@xyz.com

Objective: Interested in the position of Nurse's association councelor in a reputed Medical College/ Nursing school.

Experience:

GPL Nursing School

Nurses' Association Counselor

- Offered vocational, educational and professional counseling to registered professional nurses, licensed practical nurses and prospective nurse students.
- Compiled credentials and prepared biographies of counselees.
- Provided information relative to opportunities for placement and advancement, as well as, wages and hours pertaining to selected field of work.
- Assisted nurses in determining educational and vocational objectives. •
- Referred qualified nurses to employers for placement. •
- Assisted in establishing personnel policies relative to placement. •
- Aided applicants in obtaining vocational, health and other assistance from • community agencies.
- Assisted in recruitment. •

Education:

State University of New York **Bachelors of Arts**

New York 2008

References: Available upon request

3/3/2009 to Present

New York