

Include both
your school and
permanent addresses to
ensure employers can reach you.

Ima Nu Graduate

CAMPUS:

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PERMANENT:

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Bethesda, MD 20814
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OBJECTIVE

To contribute excellent treatment planning skills to the position of pediatric occupational therapist in the Washington, DC, metro area.

EDUCATION

Master of Science Degree: Occupational Therapy, May 2007
American University, Washington, DC
Graduated Magna Cum Laude with a GPA of 3.80/4.00
Master's Thesis: **Occupational Therapy's Role in Treatment of Pediatric Head Trauma Patients**

If you are a recent grad or current college student, placing the Education section prior to the Experience section makes the most sense, unless you have significant OT-related experience. Include GPAs higher than 3.0 (4.0 scale) on your résumé OR your major's GPA if these grades are higher.

HONORS

- Phi Theta Epsilon Occupational Therapy Honor Society, Treasurer
- Selected as Student Speaker for annual Maryland Occupational Therapy Conference, 2006

EXPERIENCE

Occupational Therapy Internship
Kennedy Krieger Institute

May 2006 to August 2006

- Assisted in assessment of pediatric clients with head trauma.
- Monitored, identified, and resolved client behavioral problems.
- Participated in rehab and clinical rounds and family conferences.
- Co-authored *Fun With Games* manual to assist family members of clients in selecting appropriate playtime activities.

Administrative Assistant
Woodbine House

May 2005 to August 2005

- Performed pre-visit documentation for occupational therapy clients.
- Created HIPPA compliance form and information pamphlet used by organization.

Need to fill your sparse résumé?

- Include foreign language study, alternative learning experience, computer skills, extracurricular activities, volunteer work, and special interests if they highlight skills that would prove useful to a potential OT employer.

- Keep your résumé current and focused. Do not include pre-college information unless the accomplishment is something extraordinary such as military service or national award.

FIELDWORK

Level I at Veteran's Affairs Medical Center—Jefferson Barracks (September to December 2005)

Level I at Edgewood Children's Center, St. Louis, MO (May to July 2005)

Level II at St. Louis Children's Hospital, St. Louis, MO (June to August 2006)

- Provided comprehensive acute care OT services for children with burns, orthopedic injuries, cardiac or pulmonary diseases, transplants, or developmental delays.

Level II at Central Institute for the Deaf, St. Louis, MO (September to December 2006)

- Provided comprehensive OT services for a caseload of 9 students and consultation services as needed for all students. Also directed the After-School Program by planning and implementing daily activities, organizing billing, and holding primary responsibility for the safety and well-being of the students.

PROFESSIONAL DEVELOPMENT

- School System Annual Program: Working With Students With Emotional Disturbances in the Schools (April 2007)
- Kindergarten Consultation: A Partnership Between Occupational Therapy and Education (April 2007)

PROFESSIONAL AFFILIATIONS

Member, American Occupational Therapy Association

Member, Maryland Occupational Therapy Association

REFERENCES

Available upon request.

Add workshops, seminars, and in-service presentations, including any education sessions attended at AOTA's Annual Conference & Expos in the Professional Development Section and the AOTA/NBCOT National Student Conclave.

Reminders:

- Limit your résumé to no more than 2 pages.
- Always remember to spell check and proofread your résumé. Nothing sticks out to a résumé reviewer like someone who states their ability to perform concisely and accurately, and yet their résumé is full of typos and grammatical errors.
- Note that this résumé is for reference only.
- Ensure résumé is formatted uniformly.

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