

ROBERT SMITH

4500 South Hampton Street
Ogden, Utah 84403

Phone: (801) 410-XXXX
rbsmith@xxxxxxx.com

CAREER OBJECTIVE

A position in Family/Youth Services with an emphasis in Health Education, Healthy Lifestyle Management, Program Organization, Youth Consulting, Communication, Public Relations, or Training.

EDUCATION

Bachelor of Science degree, Weber State University, Ogden, Utah, May 2010. Majored in Health Administrative Services with an emphasis in Health Promotion Management. Associate of Science degree, College of Southern Idaho, June 2000. Majored in Recreation Services with an emphasis in Liberal Arts.

WORK EXPERIENCE

Product Demonstrator, Dynamic Demo Marketing Company, Ogden, Utah, 2005 to present. Communicate product knowledge and build relationship with clients, and promote and present product to both groups and individuals. Directly interact and relate with public.

Personal Fitness Trainer, Ogden Athletic Club, Ogden, Utah, 2003 to 2005. Developed a fitness/nutritional program for club members. Provided individual nutrition and exercise prescriptions, and determined personal fitness assessments. Taught fitness classes and consulted with individual members.

Health Promotion Representative/Surgery Assistant, North Ogden Dental Center, North Ogden, Utah, 2002 to 2003. Developed and presented marketing programs. Recruited, counseled clients on implant surgery and assisted medical staff during surgical procedures.

Counselor/Manager, Diet Center, San Antonio, Texas, 2000 to 2002. Managed and maintained administrative duties. Responsible for nutritional education and evaluation of all participants. Assessed, prescribed, and documented treatment for clients.

SPECIAL SKILLS AND ABILITIES

Knowledge of Microsoft Word, WordPerfect 9, Quattro Pro, and Lotus 1-2-3 computer programs. Leadership, organization, oral and written communication, marketing, customer service, public relations, newsletter and publication production, curriculum development, and presentation/group facilitator skills developed in volunteer and employment settings. Can assess needs of an organization or community for grant qualifications. Reputation for being a hard worker, completing tasks in a timely manner, creative and goal oriented, self-motivated, and a team player.

REFERENCES

Available upon request