### <INSERT Candidate’s full name>

### Skills

|  |  |  |  |
| --- | --- | --- | --- |
| Skill | REQUIRED | Years Used | Last Used |
| Bachelor's degree in social work, public health or related field. | Required | 聽 |  |
| Prior experience in child welfare, public health or related area. | Required | 1 |  |
| Prior experience with data collection, analyzing data and identifying trends. | Required | 1 |  |
| Proficient in the use of Microsoft Office; Word; Excel; PowerPoint; experience with software for data analysis and willing to learn other programs | Required | 1 |  |
| Excellent written and verbal communication skills. | Required | 1 |  |
| Prior experience preparing detailed reports summarizing findings and recommendation. | Required | 1 |  |
| Prior experience providing training and education to professionals involved in child welfare and protection. | Required | 1 |  |
| Strong organizational skills. | Required | 1 |  |
| Bachelor's degree in social work, public health or related field. | Required | 聽 |  |

### Employment History

<List candidate’s relevant employment history>