

ABRIANA SANCHEZ

902 Edgebrook Dr, Vine Grove, KY 40175 · (502) 930-2016

abriana.sanchez232@topper.wku.edu

CAREER OBJECTIVE

Desire a position and gain more experience as a mental health counselor working with children, families, and couples.

EXPERIENCE

06/2022 – PRESENT

GRADUATE ASSISTANT, TRIO STUDENT SUPPORT SERVICES DISABILITIES
BOWLING GREEN, KY

- Assist Project Director and Academic Coordinator in developing and executing events for student participation
- Coordinate cohort recognition activities
- Collaborate with my team and other organizations on campus to help promote events
- Assist students toward success by offering academic and life resources

06/2015– 06/2022

OFFICE ASSISTANT/RECEPTIONIST, J. MASON & ASSOCIATES
JEFFERSONVILLE, IN

- Organize files, fax reports, and scan documents to bolster organizational workflow
- Maintain business records by updating patient information
- Greet visitors and callers daily to handle questions or direct them to appropriate staff
- Help maintain and organize office common areas and patient rooms
- Take patient x-rays as needed

Certifications: X-Ray Certified, Coronal Polish Certified

EDUCATION

ANTICIPATED BY 05/2024

MASTER OF ARTS IN EDUCATION IN CLINICAL MENTAL HEALTH COUNSELING,
WESTERN KENTUCKY UNIVERSITY

RECEIVED ON 05/2022

BACHELOR OF ARTS, WESTERN KENTUCKY UNIVERSITY

- Major in Psychology
- Minor in Child Studies and Criminology
- Relevant Coursework: Introduction to Psychology, Research Methods, Abnormal Psychology, Adolescent Psychology, Interview/Skills, Behavior Modification

SKILLS

- Verbal and Written Communication
- Organization
- Adaptability
- Critical Thinking
- Problem-Solving
- Collaboration

REFERENCES

Jimmie Martin

Director of Student Support Services Disabilities

Email: jimmie.martin@wku.edu

Phone: (270) 745-5175

Relationship: Employer

Dr. John I. Mason

Dentist and owner of J. Mason & Associates

Email: masonjij@yahoo.com

Phone: (502) 905-1236

Relationship: Employer