





# CARLA RUIZ, LSW

## Social Worker

### CONTACT

cruiz99@gmail.com   
(123) 456-7890   
Pittsburgh, PA   
[LinkedIn](#) 

### LICENSE

Licensed Social Worker (LSW)

### EDUCATION

Masters  
Social Work  
University of Pittsburgh  
Pittsburgh, PA  
2010 - 2012

Bachelor of Arts  
Social Work  
University of Pittsburgh  
Pittsburgh, PA  
2006 - 2010

### SKILLS

Time Management  
Compassionate  
Problem Solving  
Adaptable  
Case Assessment  
Verbal Communication

### CAREER OBJECTIVE

Dedicated Social Worker with 10 years of experience demonstrating a strong commitment to serving disadvantaged youth and adults, including homeless, emancipated youth and special-needs populations. Documented success overcoming challenges of limited resources to design high-quality, cost-effective and comprehensive programs that improve lives. Skilled at building community support and strategic partnerships to bring about change to under-served populations.

### WORK EXPERIENCE

#### Social Worker

The Family Center

2018 - current / Pittsburgh, PA

- Manage a case load of 38 individuals under the age of 18, perform monthly visits with the children and their families.
- Administer reunification services to 280 court ordered, penal code children and their families including supervision of weekly visitation.
- Advise families on community resources, referral programs, and develop and implement realistic treatment plans to improve the care and wellbeing of the children.
- Maintain thorough case history records and write detailed and accurate reports in order to successfully review in court and with other staff members.

#### Social Worker

Talkspace

2012 - 2018 / Pittsburgh, PA

- Served on the interdisciplinary team; provided case management for clients housed in three community group homes (ages 21 to 75).
- Designed and implemented weekly innovative programs benefiting clients and enhancing their social skills and self-esteem. Maintained documentation to fulfill funding-source requirements.
- Launched an ongoing event agenda that included holiday celebrations, current events discussion groups, and community excursions.
- Facilitated supportive services and counseling for family members to address special concerns and ease the transition during holiday home visits.

#### Social Work Intern

Achieve Beyond

2011 - 2012 / Pittsburgh, PA

- Provided social work support including short-term counseling, community resource planning, and crisis intervention. Assisted the social service program by drafting policies, procedures, and guidelines for the program.
- Supported members of the healthcare team; learned how to develop treatment plans, review and understand treatments plans including psychosocial assessments and acceptable social work interventions.
- Developed a thorough knowledge of referral resources throughout the service area.