



Diana Maldonado

Social Worker Trainee

☎ (951) 555-2846 ✉ diana.maldonado@example.com

🌐 linkedin.com/example/dianamaldonado 📍 Riverside, CA 92507

STRENGTHS

- 🔍 **Client Assessment**
Structured case reviews surfaced housing, health, income, employment, transportation, and safety needs. Faculty valued clear priorities.
- 🔗 **Resource Coordination**
A verified directory made referral steps easier to follow. Peers sought help locating practical community support.
- ♥️ **Safety Judgment**
Case analysis separated urgent risks from longer needs. Supervisors noted thoughtful recommendations for protective follow up.
- 👥 **Client Advocacy**
Strengths based planning kept client preferences visible. Case conferences became more focused and respectful as a result.
- 📌 **Clear Documentation**
Structured notes captured goals, alternatives, and next steps. Consistent records supported stronger presentations and reliable review.

SKILLS

Client needs assessment

Social casework Service planning

Resource navigation

Adult protective services

In Home Supportive Services

Client advocacy

Referral coordination

Home visit preparation

Strengths based interviewing

Case documentation

SUMMARY

Recent Bachelor of Social Work graduate with supervised casework preparation across adult services, community referrals, safety assessment, and client centered planning. Academic research reviewed adult service scenarios involving housing, **health care**, transportation, income, employment, abuse, neglect, exploitation, and hazardous living conditions. Practicum work developed service plans addressing **money management**, disability support, **In Home Supportive Services**, home safety, and alternative living arrangements. Training includes mandated reporting, ethical documentation, strengths based interviewing, referral coordination, advocacy, conservatorship referral concepts, and legal authority escalation. Clear **written communication**, reading comprehension, data analysis, decision making, customer focus, confidentiality, and respectful engagement support responsible casework. California Class C Driver License enables home visit preparation and community based service coordination.

EDUCATION

Bachelor's Degree in Social Work

California Baptist University 🎓 GPA: 4.0 📅 2026 📍 Riverside, CA

Coursework: Social casework, adult protective services, community resources, human behavior

TECHNICAL SKILLS

- **Assessment Methods:** Needs assessment, case review, structured interviews
- **Resource Systems:** Public agencies, community resources, benefits counseling
- **Adult Services:** Adult protective services, aging services, disability services
- **Safety Response:** Mandated reporting, protective action, risk screening
- **Service Planning:** Case plans, priority setting, follow up
- **Care Supports:** In Home Supportive Services, caregiver support, self care planning
- **Living Arrangements:** Nursing homes, intermediate care facilities, board and care homes
- **Documentation:** Case notes, referral records, ethical documentation
- **Communication:** Written communication, reading comprehension, case presentations
- **Analysis Methods:** Data analysis, decision making, structured frameworks
- **Client Engagement:** Strengths based interviewing, customer focus, advocacy
- **Field Operations:** Home visits, transportation coordination, safety planning

EXPERIENCE

Social Work Research Assistant

University Research Lab 📅 January 2026 - May 2026 📍 Riverside, CA

Supported supervised adult services research through structured case assessment, resource verification, safety analysis, ethical documentation, and faculty presentations. Work strengthened practical judgment for referrals, protective follow up, **service priorities**, and client centered alternatives.

- Reviewed 48 adult service scenarios, identifying **housing**, health care, income, **employment**, transportation, and safety needs.
- Built a verified resource directory covering benefits counseling, caregiver support, food assistance, aging services, and employment programs.
- Analyzed abuse, **neglect**, **exploitation**, and hazardous living condition scenarios, documenting supervised protective recommendations.
- Separated immediate safety concerns from longer term needs through structured case summaries and data review.
- Presented referral choices and ethical considerations during case discussions without revealing identifying information.

Written communication

Reading comprehension

Data analysis Decision making

LANGUAGES

English Native

Spanish Proficient

MY CAREER



● Social Work Research
Assistant at University Research
Lab (4 Months)

● Social Work Case Planning
Practicum at University Project
(3 Months)

- Maintained quality checked research records, supporting consistent documentation and clear **written communication**.

Social Work Case Planning Practicum

University Project 📅 September 2025 - December 2025 📍 Riverside, CA

Completed supervised case planning simulations focused on adult needs assessment, **service priorities**, employment barriers, disability supports, home safety, advocacy, and referral decisions. Practicum connected client preferences with practical resources and appropriate escalation steps.

- Completed 18 household assessments, creating service plans for housing, **money management**, **health care**, employment, and transportation barriers.
- Used strengths based interviews to document client goals, preferences, alternatives, priorities, and follow up steps.
- Evaluated employment readiness and identified caregiving, transportation, housing, and service access barriers.
- Developed disability support plans involving **In Home Supportive Services** and alternative care options.
- Prepared simulated home visit safety plans, applying professional boundaries, observation, and escalation procedures.
- Presented a high risk adult case integrating **advocacy**, referrals, **conservatorship** concepts, and legal authority escalation.

PROJECTS

Adult Services Resource Directory 📅 2026

Created a verified directory of public and community resources covering food assistance, benefits counseling, caregiver support, employment services, and aging programs. Research documented eligibility details and referral steps for supervised case planning.

Client Safety and Service Planning Study 📅 2025

Analyzed supervised adult services scenarios involving unsafe housing, abuse, neglect, exploitation, disability, and limited self care. Findings separated urgent safety needs from longer term referrals and alternative living arrangements.

LEADERSHIP & AWARDS

- Dean's List, California Baptist University, 2025
- Community Engagement Scholarship, 2025
- Social Work Capstone Recognition, 2026

CERTIFICATIONS

- California Class C Driver License 📅 2026
- Mandated Reporter Training, California Department of Social Services 📅 2026

PROFESSIONAL AFFILIATIONS

- Peer Mentor, Social Work Student Association, 2025 to 2026
- Volunteer Resource Navigator, University Community Outreach Program, 2025 to 2026

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST