

ALYSON GATOR WOODS

Spring, TX • 713-242-8412 • woodsa@email.com

SUMMARY

Bilingual student at University of Houston-Downtown pursuing Bachelor of Applied Arts & Sciences in Criminal Justice with a passion for advocacy. Effective communicator with experience engaging individuals from diverse populations, including juveniles. Hard-working and organized, with strong attention to detail.

EDUCATION

University of Houston-Downtown, Houston, TX

Bachelor of Applied Arts & Sciences in Criminal Justice Candidate, May 2017

Activities: Professional Society of Criminal Justice, Member (Spring 2015-Spring 2017)

Relevant Courses: Crime, Law and Society, The Correctional System, The Criminal Court System

Lone Star College, Houston, TX

Associate of Science in Criminal Justice, May 2015

RELEVANT PROJECTS

University of Houston-Downtown, Houston, TX

Student Researcher, Fall 2016

- Investigated effects of police brutality on local community to be more aware of issues happening in today's society, and composed extensive research paper outlining findings.
- Researched types of human trafficking around the world and how it affects both females and males psychologically, physically and emotionally. Delivered an 8-page report.
- Analyzed the war on drugs and how it impacts the United States. Executed an 8-page report detailing discoveries.

INTERNSHIP

Harris County Juvenile Probation Department, Houston, TX

Juvenile Probation Officer Intern, June 2015-August 2015

- Provided case management services to 50 at-risk youth and their families.
- Collaborated with juvenile probation officers to conduct home visits, interviews and investigations.

RELEVANT WORK EXPERIENCE

The Allen House Residential Facility, Spring, TX

Case Worker, July 2014-February 2015

- Maintained records of 25 juveniles to track program progression.
- Referred clients to community-based services such as substance abuse programs, family court, GED classes, community service restitution and victim services programs.
- Sustained lowest recidivism rate of all assigned juvenile case workers.

OTHER EXPERIENCE

University of Houston, Houston, TX

Administrative Assistant, November 2013-May 2014

- Demonstrated organizational skills by categorizing and distributing documents, reports, and other information to department.
- Arranged for payments to contractors and vendors by developing relationships with accounting departments.

SKILLS

Language: Fluent in Spanish (speaking, writing, reading)

Computer: Proficient in Microsoft (MS) Word, Excel, PowerPoint and Outlook; SPSS