

Michael B. Cornwell

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(415) 584-2474 / m_cornwell@yahoo.com

Career Objective

Program analyst or program manager position.

Selected Strengths and Experience

- Proven leadership aptitude; strong work ethic; highly motivated.
- Excellent organizational, communication, and teamwork skills.
- Performed intensive case management activities.
- Extensive experience providing excellent service to clients with difficulties.
- Conducted effective public outreach.
- Resolved conflict and diffused stressful situations for clients.
- Worked effectively with diverse clientele.
- Helped clients access community resources.

Education

- M.P.A., Master of Public Administration—San Francisco State University, Expected December 2007
- B.A., Political Science—University of California, San Diego, 2002

Experience

Social Worker II, Merced County Human Services Agency, 01/06 – 07/06

Supervisor: Lia Miller (209) 385-3000, Ext. 5441

Conducted in-placement visits for children in foster care, supervised family visits, interviewed clients, provided referrals to community services, participated in family-group conferences, and provided other services to clients.

Social Worker I, Merced County Human Services Agency, 01/05 – 01/06

Supervisor: Lia Miller (209) 385-3000, Ext. 5441

Arranged and supervised visits, conducted interviews of clients, provided referrals to community services, wrote court reports, arranged transportation for clients, and assisted foster families with placement concerns.

Child Support Specialist I, 09/04 – 01/05

Merced County Department of Child Support Services

Supervisor: Mary Ann Green (209) 381-1300 Ext. 3925

Placed liens on real property, brokered with title companies for releases of lien and satisfaction of matured installments, created wage assignments for non-custodial parents, and registered foreign child support orders from other counties.

Account Clerk II, 10/03 – 09/04

Merced County Human Services Agency

Supervisor: Lisa Hymer Porath (209) 722-1738 Ext. 3169

Reconciled monthly bank statements and negotiated checks for account with over \$1 million in assets. Processed Social Security payments for Merced County Public Guardian/Conservator's

Office.

REFERENCES: References and additional information available upon request.