



SS

SHAYLA SALAIS

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EDUCATION

**M.S. CRIMINOLOGY AND
CRIMINAL JUSTICE • MAY 2022 •
UNIVERSITY OF TEXAS AT EL PASO**
GPA: 4.0

**B.A. CRIMINAL JUSTICE •
DECEMBER 2019 • UNIVERSITY
OF TEXAS AT EL PASO**
Honors: Dean's List, National
Society for Collegiate Scholars

SKILLS

Languages: Fluent in Spanish

Technical Skills: Microsoft
Office and Outlook, Adobe
Photoshop, QuickBooks Billing
Software, SPSS Software

EXPERIENCE

**ORR MENTAL HEALTH CLINICIAN • VIGHTER •
JUNE 2022- PRESENT**

- Provided individual counseling and group therapy sessions for unaccompanied children from various Latin countries between the ages of 13-17.
- Screened for human trafficking concerns.
- Documented mental health assessments in a timely manner
- Advocated and provided intervention skills to meet minor's needs

**CHILD CARE WORKER • SELF-EMPLOYED •
JUNE 2021- JUNE 2022**

- Cared for one three-year-old girl during mornings and afternoons
- Safely transported child to and from doctors' appointments, gym classes, and swimming lessons
- Ensured proper hygiene and safety
- Prepared and provided healthy meals, snacks, and beverages
- Created engaging and educational games for a developing mind

**GRADUATE ASSISTANT • UNIVERSITY OF TEXAS AT EL PASO •
JANUARY 2020 – MAY 2021**

- Gather research articles as well as analyze data for UTEP professors' research projects.
- Grade assignments and oversee lab hours
- Answer students' questions on assignments, readings, and lectures
- Created a curriculum to fill gaps in professor's syllabi.
- Hold lectures when professors were unavailable

**ADMINISTRATIVE ASSISTANT • RISE V AUTO & TIRE CENTER •
JUNE 2013 – DECEMBER 2019**

- Answer telephones, direct calls, and take messages.
- Communicate with employees and customers to answer questions, explain information, and address complaints.
- Organize and update filing, inventory, mailing, and database systems.
- ranging from ages of 7-9 years old for two years about moral principles by walking in faith.