

SADAF TARZI

Industrial and Organizational Psychologist

Phone: (510) 305-0280 Email: sadafmagsud@gmail.com Union City, CA

PROFESSIONAL SUMMARY

An industrial and organizational Psychologist with excellent interpersonal skills and adaptable enough to work individually or with a team. A positive and proactive approach to the organization and recruiting. Problem-solving to strategize processes, looking for an opportunity in recruiting to utilize my skill set and knowledge in the Industrial and Organizational Psychology field.

EDUCATION

LOS ANGELES PACIFIC UNIVERSITY

Los Angeles, CA

MA Industrial and Organizational Psychology

May 2021

- Developed a training program for managers.
- Researched work environment for startups in the area and proposed new ideas for improvements.
- Recruited for startups best fit individuals.
- Psychological principles and research methods to improve the overall work environment, including performance, communication, professional satisfaction and safety.

SAN JOSE STATE UNIVERSITY

San Jose, CA

BA Behavioral Science Minor in Communication Studies

May 2018

- Recruited future clients for behavioral science studies.
- Interviewed clients for specific studies and research at the university.

PROFESSIONAL EXPERIENCE

STAFFREHAB

Senior Registered Behavior Technician

NOVEMBER 2018 – MARCH 2020

- Assisted with scheduling and assessment
- Data entry
- Created weekly data Sheet development and student observation
- Trained and coached Teachers, therapists, and parents.
- Mentored students through personal issues and behaviors daily
- Managed group and one-on-one sessions with clients
- Worked with various behaviors and related disorders

CHANG & ASSOCIATIONS BEHAVIOR CONSULTING

Senior Registered Behavior Technician

MAY 2017 – AUGUST 2019

- Case Management: Data Sheet Development/update
- Data Entry
- Company's outing organizer
- Job Fair Recruiting
- Parent/caregiver and therapists training

- One on one therapy at school, clinic, and home settings with clients who need help with Adaptive skills, Language development, Motor planning development, Emotional disturbances, and Executive functions

CENTER FOR AUTISM AND RELATED DISORDER

ABA Behavioral Interventionist

March 2015 – May 2017

- One-On-One Therapy with Autistic children from ages 2-18 years.
- Held Job-fairs recruiting
- ABA Therapy - involves both psychological and educational techniques based on the needs of each patient.
- Attempt to correct communication, academic, social, and behavioral skills depending on the patient's needs and issues
- Excellent communication with parents, teachers, and therapists

FREMONT BANK

Lead Teller

Oct 2013 – March 2015

- Customer Service and well versed in recognizing customers' financial services requirements and cross-sell services to meet those requirements
- Verbal and written communication with customers and colleagues
- Dedicated and detail-oriented; high level of accuracy and strong attention to detail

Skills

- Word, PowerPoint, Excel, Outlook, Social Media Platforms,
- Recruiting, Interviewing, Sourcing, Marketing, Multitasking, Relationship Building, Time Management, Training, and Development
- Coursera Recruiting, Hiring, and Onboarding Employees