

Genetic Counselor Resume Objective Builder Worksheet

Instructions: Complete each section of this worksheet before writing your resume objective. Your responses will help you create a customized resume objective that showcases your genetics expertise, counseling skills, and the value you can bring to a healthcare organization.

Step 1: Job Information

Job Title Applying For:

Healthcare Organization:

Location:

Where did you find this job?

- ☐ Hospital Website
- ☐ Healthcare Careers Website
- ☐ LinkedIn
- ☐ Indeed
- ☐ Professional Association
- ☐ Employee Referral
- ☐ Other: _____

List five important keywords from the job posting.

1. _____

2. _____
 3. _____
 4. _____
 5. _____
-

Step 2: Your Genetic Counseling Experience

How many years of genetic counseling experience do you have?

- ☐ Student/Clinical Intern
- ☐ Less than 1 year
- ☐ 1–3 years
- ☐ 4–6 years
- ☐ More than 6 years

Which specialties have you worked in?

- ☐ Prenatal genetics
- ☐ Hereditary cancer genetics
- ☐ Pediatric genetics
- ☐ Adult genetics
- ☐ Cardiovascular genetics
- ☐ Neurological genetics
- ☐ Reproductive genetics
- ☐ Rare diseases
- ☐ Pharmacogenomics
- ☐ Telehealth genetic counseling

☐ Other:

Step 3: Clinical and Technical Skills

Check the skills you possess.

- ☐ Genetic risk assessment
- ☐ Family history analysis
- ☐ Pedigree construction
- ☐ Genetic test interpretation
- ☐ Patient counseling
- ☐ Patient education
- ☐ Clinical documentation
- ☐ Electronic Health Records (EHR)
- ☐ Telehealth consultations
- ☐ Case management
- ☐ Multidisciplinary collaboration
- ☐ Medical research interpretation
- ☐ Ethical decision-making
- ☐ Healthcare compliance
- ☐ Presentation and education
- ☐ Quality improvement initiatives

Other relevant skills

Step 4: Your Greatest Accomplishments

List measurable accomplishments whenever possible.

Examples:

- Counseled more than 1,000 patients and families.
- Improved referral processing time by 30%.
- Developed patient education materials adopted across the department.
- Assisted with implementing a new hereditary cancer screening program.
- Contributed to successful clinical quality improvement initiatives.

My accomplishments

1.

2.

3.

Step 5: Education and Certifications

Check all that apply.

- ☐ Master of Science in Genetic Counseling
- ☐ Certified Genetic Counselor (CGC)

- ☐ State Genetic Counselor License
 - ☐ Basic Life Support (BLS)
 - ☐ Advanced Cardiac Life Support (ACLS)
 - ☐ HIPAA Training
 - ☐ Clinical Research Training
 - ☐ Other:
-
-

Step 6: Personal Strengths

Select the qualities that best describe you.

- ☐ Compassionate
- ☐ Excellent communicator
- ☐ Analytical thinker
- ☐ Detail-oriented
- ☐ Patient advocate
- ☐ Ethical decision-maker
- ☐ Team player
- ☐ Organized
- ☐ Adaptable
- ☐ Problem solver
- ☐ Empathetic
- ☐ Lifelong learner

Other strengths

Step 7: What Is the Employer Looking For?

Review the job posting and identify the qualifications the employer emphasizes.

- ☐ Genetic counseling experience
- ☐ Patient education
- ☐ Genetic test interpretation
- ☐ Family history assessment
- ☐ Multidisciplinary collaboration
- ☐ Clinical documentation
- ☐ Telehealth experience
- ☐ Research participation
- ☐ Strong communication
- ☐ Compassionate patient care
- ☐ Professional certification
- ☐ Continuing education

Other employer requirements

Step 8: Build Your Resume Objective

Resume Objective Formula

Experience + Job Title + Top Skills + Key Achievement + Value to Employer

Template

"Compassionate Certified Genetic Counselor with _____ years of experience providing genetic risk assessment, patient counseling, and clinical support. Skilled in _____, _____, and _____. Proven ability to _____. Seeking to leverage my clinical expertise, communication skills, and patient-centered approach to support _____."

My First Draft

Resume Objective Checklist

Before adding your objective to your resume, make sure you can answer **Yes** to each question.

- ☐ I included the exact job title.
- ☐ I mentioned my years of genetic counseling experience.
- ☐ I highlighted my strongest clinical and counseling skills.
- ☐ I included a measurable accomplishment.
- ☐ I incorporated keywords from the job posting.
- ☐ I explained the value I can bring to the employer.

- ☐ My objective is tailored to this specific position.
 - ☐ My objective is concise (2–4 sentences).
 - ☐ My objective is free of spelling or grammar errors.
 - ☐ My objective is ATS-friendly.
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Final Resume Objective

Write your polished version below.

Quick Tip

Customize your resume objective for every Genetic Counselor position you apply for.

Carefully review the job description, incorporate relevant keywords, emphasize the clinical specialties and counseling skills the employer values most, and highlight measurable accomplishments that demonstrate your ability to provide compassionate, evidence-based genetic counseling and improve patient outcomes.