

ROBERT SMITH

Deputy Jailer/Representative

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SUMMARY

over 14 years of experience, including as a Deputy Jailer in industries including Justice, Public Order, and Safety. Most recently, Hhave been working as a Deputy Jailer at the county detention center.

SKILLS

Worked In Inmate Accounts, Inventory Management.

WORK EXPERIENCE

Deputy Jailer/Representative

ABC Corporation - June 2001 – August 2014

- Maintained security of rehabilitation institutions.
- Guarded prisoners until released.
- Received and booked detainees by performing such tasks as issuing uniforms and assigning jail cells.
- Verified all prisoners were accounted for.
- Supervised inmates during in-house activities such as bookings, meals, work, recreation, exercise and visits.
- Ensured safety and health of prisoners.
- Followed all procedures covering inmate security, classification, care and discipline.

Deputy Jailer

Delta Corporation - 1996 – 2001

- Document important information into logbooks that occur within the unit I am assigned to for future reference, evidence or court proceedings Ensure .
- Maintain a safe and secure facility.
- Responded to any calls that, intake producer, booking new inmates, complete all visual rounds, answer questions as needed, provided assists if asked, .
- Crittenden County Department of Corrections | Marion, KY Government and Military worked the front desk, visitation, answering phones, ordering .
- clerical, Organization, Filing, TYPING, Spreadsheet, Quick Books,.
- Supervise inmates and perform routine cell checks.
- Skills Used Computer in-processing software, Answering telephones, Public Relations,.

SCHOLASTICS

- Bachelor Of Science In Forensic Chemistry - August 2010(Eastern Kentucky University - Richmond, KY)