

Robert Smith

Lead Corrections Specialist

PERSONAL STATEMENT

To obtain a Corrections Specialist position within an organization that promotes future development and provides growth potential while utilize diverse customer service experience and education to contribute to the success of the company.

WORK EXPERIENCE

Lead Corrections Specialist **U.S. ARMY - 2006 - 2020**

Responsibilities:

- Assists with the supervision and management of military prisoners; provide external security to confinement or corrections facility.
- Functions as a correctional officer; provides individual counseling and guidance to prisoners within a rehabilitative program.
- Functions as a first-line supervisor of up to ten correctional officers; prepares or reviews reports and records of individuals and programs; provides formal counseling.
- Supervises and coordinates all correctional, custodial, treatment, and rehabilitative activities of inmates and up to 100 staff members in a correctional facility containing as many as 250 prisoners.
- Trains over 400 new Soldiers and civilians on the facility missions, safety and security procedures.
- Supervises over 500 Forced Cell Extractions on violent and unruly detainees with zero injuries to the five member team or the detainees Managed a weekly Community Service project.
- Manages the custody, control, health, welfare, safety and security of more than 140 inmates in the housing unit.

Corrections Specialist **Delta Corporation - 2007 - 2011**

Responsibilities:

- Awarded Battalion Coin for finding a shank in the sole of an inmates shoe while conducting a random cell search.
- Awarded Battalion Coin for consistently high PT scores.
- Detailed data entry at 65 wpm; Obtain mailing information and key into the database for printing and hand inserting; Collaborate closely with all other.
- Made outbound phone calls to participants on electronic monitoring devices to check locations Assisted probation officers in the monitoring of.
- In processed Inmates/Detainees Administered all Medications and escorted to appointments Provided rehabilitation for all inmates Responsible for up.
- Direct, monitor, and inspect activities of juvenile inmates Enforce inmate handbook and facility rules/regulations Respond to emergencies as assigned.

CONTACT DETAILS

1737 Marshville Road,
Alabama
(123)-456-7899
info@qwikresume.com
www.qwikresume.com

SKILLS

Microsoft, Linux/ Unix.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference - 1 (Company Name)
Reference - 2 (Company Name)

- Booking of inmates Facilitate fingerprints and DNA samples Making contact with parents and setting of court dates Train new hires and documenting.

Education

Associates in Criminal Justice - 2012(COLUMBIA SOUTHERN UNIVERSITY - Orange Beach, AL)