

ROBERT SMITH

Sr. Corrections Deputy

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

Assigned to Enforcement Operations patrol unincorporated areas, enforce state and local laws, perform crime prevention and detection, conduct investigations and perform community policing activities.

CORE COMPETENCIES

Microsoft Office, Computer, Transcription.

PROFESSIONAL EXPERIENCE

Sr. Corrections Deputy

Horry County Government - May 2011 – 2020

Key Deliverables:

- Maintained the custody and control of numerous inmates housed in various security levels and units.
- Worked in numerous posts and assignments, while rotating back and forth from days to nights, obtaining as much experience as possible.
- Participated in disciplinary hearings and made recommendations for sentencing.
- Established healthy relationships and maintained professional boundaries with resident offenders in the institution.
- Booked new inmates into facility and processed inmates for release.
- Received and accounted for personal possessions and determined inmate work assignments.
- Searched the building and grounds, living quarters, and work areas for contraband.

Corrections Deputy

Delta Corporation - 2009 – 2011

Key Deliverables:

- Responsible for the safety of inmates and other officers en route to and during trial.
- Provide security inside of a pre-trial penal facility.
- Uphold state-mandated policy and procedures of the Shelby County Jail.
- CO Establish order and conduct inspections on inmates ranging from Marshalls, ICE, DOC and County inmates.
- Ensured the safety and security of jail inmates and personnel throughout the jail division Directly supervised inmate activity in secured jail areas.
- Provide all related corrections and inmate management service Intake and booking of arrested suspects and inmates Monitoring of incarcerated inmates.
- This is Dummy Description data, Replace with job description relevant to your current role.

EDUCATION

ROBERT SMITH

Sr. Corrections Deputy

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

- In Progress In International Business Administration - 2012(The University Of Memphis - Memphis, TN)