

ROBERT SMITH

Corrections Deputy/Officer

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Works with Corrections Deputy in the preparation of cases; appears in court to testify as material or expert witness; performs stake-outs; operates equipment such as cameras and electronic listening devices; prepares a variety of reports.

JANUARY 2009 - JULY 2012

CORRECTIONS DEPUTY/OFFICER - ABC CORPORATION

- Conduct headcounts to ensure that each prisoner is present.
- Monitor the conduct of prisoners in the housing unit, or during work or recreational activities, according to established policies, regulations, and procedures, to prevent escape or violence.
- Inspect conditions of locks, window bars, grills, doors, and gates at correctional facilities to ensure security and help prevent escapes.
- Record information, such as prisoner identification, charges, and incidences of inmate disturbance, and keep daily logs of prisoner activities.
- Search prisoners and vehicles and conduct shakedowns of cells for valuables and contraband, such as weapons or drugs.
- Inspect mail for the presence of contraband.
- Maintain records of prisoners identification and charges.

2007 - 2009

CORRECTIONS DEPUTY - DELTA CORPORATION

- Responsible for preparing the facility's roster, maintaining attendance of 300 + inmates Performed hourly security checks Monitor camera systems .
- Provide a safe and secure environment for inmates awaiting trial, Escorting inmates to court, back up Communications Deputies as needed.
- Same duties and responsibilities as listed on.
- Update inmate records Maintain logging daily records and cell checks Manage overall safety and security of all inmates and facilities.
- Enforce facility policies and procedures.
- Monitor and operate control center Monitor inmate movement and daily activities Facility and cell searches Receiving and intake procedures Inmate.
- This is Dummy Description data, Replace with job description relevant to your current role.

EDUCATION

High School Diploma - 1996(McEwen High School - McEwen, TN)

SKILLS

AHA Certified in CPR and First Aid.