

ROBERT SMITH

Asst. Correctional Officer Sergeant

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Correctional officer with 15 years working with youth housed in detention and residential facilities. Effectively establishes positive rapport to help and mentor youth. Corrections Officer focused on maintaining peace, security and safety within correction centers Extensively trained in crisis prevention and intervention.

MARCH 1995 - SEPTEMBER 2011

ASST. CORRECTIONAL OFFICER SERGEANT - ABC CORPORATION

- Maintains the order and security of offenders in the facility.
- Assists supervisor in appropriate administration of security-related operations (key control, count, shakedowns, searches, inventory, equipment maintenance, radios, security systems, etc.).
- Supervises offenders in various work details including both within the facility and outside the facility.
- Escorts offenders both inside the facility and on various trips away from the facility.
- Assists in identifying offender treatment needs and supports treatment programs.
- Maintains records and writes reports on offender movement, offender progress, and violations of policies and procedures.
- Remains alert for signs of disorder or tension.

1991 - 1995

CORRECTIONAL OFFICER SERGEANT - DELTA CORPORATION

- Through leadership and example supervised 25+ subordinate Correctional Officers in a New Generation Direct Supervision Jail; responsible for.
- My responsibilities are to supervise officers while monitoring the conduct of inmates according to established policies, regulations, and procedures.
- As a Sergeant, was under the Lieutenant and dealt more with working inside of units with Officers to assist, keep a visual and address any issues.
- supervised inmates carhop and cook.
- Provide care custody control of inmates within the correctional facility. Maintain logs/incident reports, prevent contraband being introduced into.
- Critical thinking, using logic and reasoning to identify the strength and weaknesses of alternative solutions, conclusions or approaches to problems.
- Skills Used Speaking, talking to others to convey information effectively. Judgment and Decision making, considering the relative cost and benefits.

EDUCATION

High School Diploma in Criminal justice - (Lake city community college - Raiford, FL)

SKILLS

Customer Service, Typing, Management