

ROBERT SMITH

Corrections Deputy/Manager

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

SUMMARY

Identifying customer needs and providing solutions to achieve customer satisfaction
Hardworking, self-motivated, highly responsible and dedicated to work, can work with a team or independently, great at solving problems and interested in learning new things.

CORE COMPETENCIES

Custom Protection Officer Certified, X-Ray Hi Scan.

PROFESSIONAL EXPERIENCE

Corrections Deputy/Manager

ABC Corporation - January 2001 – September 2005

Key Deliverables:

- Monitored security camera system day and night to protect lives and property.
- Responded quickly and effectively to all security violations and duress alarms.
- Investigated all security and safety violations.
- Verified each individuals right to enter restricted areas and denied access to unauthorized persons.
- Delivered accurate verbal and written reports to company personnel.
- Collected and organized all surveillance data and information to protect client possessions and workspace.
- Prevented crimes by immediately reporting all unusual, unauthorized and illegal activity on the premises.

Corrections Deputy

Delta Corporation - 2000 – 2001

Key Deliverables:

- Property, preserve the peace, maintain a safe and secure jail, and prevent crime and disorder conduct within the jail.
- Supervisor of 30 plus inmates five days a week.
- Documentation of daily events Direct supervision of inmates Interaction with the community for re-entry of inmates.
- Supervising up to 60 inmates at a time, diffusing conflict, conducting interviews and investigations, writing detailed reports, interacting.
- Booking/intake of prisoners maintained to the orderly running of everyday operations of 88+ inmates in a correctional facility setting.
- Searched inmates and cells for contraband.
- Maintained safety and security of officers and 88+ inmates Level IIIA Data Master operator-MI state police certified in PBT instructor 160 hours.

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EDUCATION

College Algebra - (Lindenwood University - Saint Charles, MO)

