

CARLA ROMERO

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EDUCATION

Philadelphia Police Academy

Philadelphia, PA
January 2017 - July 2018

Bachelor of Arts in Criminal Justice

Temple University,
Philadelphia, PA
August 2012 - May 2016

KEY SKILLS

- Conducting investigations
- Professional interviews with victims, suspects, perpetrators, and criminals
- Community education
- Apprehensions
- Forcible arrests
- Highway emergency response
- CPR
- Bilingual (Spanish)

Disciplined, dedicated officer with experience in resolving conflict and disarming hostile situations. Committed to serving the public and keeping it safe through following protocols, maintaining excellent public relations and interpersonal engagement, as well as collaborating with fellow officers in local, state, and federal law enforcement. Adept at working with community leaders to provide effective solutions and making positive change. Experience in operating patrol vehicles according to department regulations.

PROFESSIONAL EXPERIENCE

Philadelphia Police Officer

City of Philadelphia, Philadelphia PA | July 2018 to Present

- Patrol designated area on foot and in car
- Enforce traffic and parking regulations
- Answer calls and complaints
- Take proper action at scene of crime
- Administer first aid
- Gather evidence
- Locate witnesses
- Make arrests
- Appear in court to present evidence and testify against persons accused of crimes
- Perform necessary clerical procedures
- ♦ Investigate complaints concerning juveniles and work with complainantjuvenile, parents, and others

Server

Osteria, Philadelphia, PA | January 2013 — July 2018

- Greet guests upon arrival and engage with them in a friendly way throughout their visit
- Demonstrate knowledge of menu, ingredients, preparation, and wine list to make suggestions and accommodate special dietary needs
- Take food and drink orders accurately and with a positive, enthusiastic attitude
- Enter orders accurately into restaurant computer system for kitchen staff
- Deliver meals and drinks and address any customer requests or complaints
- Clear table after meal and prepare checks that accurately reflect meal served
- Collect payments from table, securely handling cash and credit card checks and making change where appropriate