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## Community Corrections Officer Resume

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### Job Objective

Career minded Community Corrections Officer with years of experience skills and the ability to work independently or as a team seeking position with well-established organization.

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### Highlights of Qualifications:

- Huge experience as a community corrections officer in a social setting
  - Administrative and supervisory knowledge of social, educational and corrections environment.
  - Extensive knowledge of adult corrections programs and judicial system
  - Highly skilled in documenting policies and procedures relevant to correction environment
  - Ability to design and implement programs to manage adult offenders
  - Ability to lead a team of experts to manage social correction programs
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### Professional Experience:

Community Corrections Officer

Kansas Juvenile Correct. Cmplx, New York, NY

August 2005 – Present Supervised adult inmates in living areas and those involved in recreational activities.

Monitored visitors and inmates during visiting hours.

Carried out duties and responsibilities as control center officer,

Monitored movement of inmates and performed frequent head count as routine procedure.

Initiated and executed disciplinary reports.

Provided urgent support to needy inmates.

Ensured cleanliness and healthy environment of the facility. Community Corrections Officer

Community Education Centers, New York, NY

May 2000 – July 2005 Provided rehabilitation programs for offenders.

Provided counseling programs to correct offenders' behavior

Ensured all offenders participate in educational and treatment programs.

Provided specialized services such as anger management, relationship programs and drug and alcohol counseling.

Encouraged community work programs to its betterment.

Interviewed prisoners to decide parole suitability and other support services.

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### Education:

Bachelor's Degree in Social Work

Cypress College, Cypress, CA

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