
Juvenile Correctional Officer Resume

Job Objective

Seeking a Juvenile Correctional Officer position within a highly established organization in which my skills can be enhanced to benefit the organization.

Highlights of Qualifications:

- Huge working experience in juvenile correction centre.
 - Outstanding knowledge of social sciences and human relations.
 - Excellent knowledge of interview techniques and methods.
 - Outstanding ability to enforce law relevant to juveniles
 - Exceptional ability to learn and apply juvenile laws appropriately
 - Excellent communication, computer and record maintenance skill.
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Professional Experience:

Juvenile Correctional Officer
Military College, Albuquerque, NM
August 2005 – Present

- Managed juvenile correctional centre independently.
- Received and detained juvenile delinquents in the centre in order to provide corrective counseling.
- Provided sound and safe environment for inmates in the correction centre.
- Ensured that no inmates involved in any illegal activities.
- Monitored rooms, recreational and refreshment areas to record activities of inmates.
- Managed inmates outing, hospital visits and court appearance in line with established procedures and policies.

Juvenile Correctional Officer
Youth Commission, Albuquerque, NM
May 2000 – July 2005

- Managed and supervised youth's correctional service centre.
 - Provided effective youth care services as part of efforts to correct admitted juvenile delinquents.
 - Managed the daily operations of correctional centre as per company policies and procedures.
 - Conducted guidance and counseling programs to support development of the youth.
 - Studied police charge sheets against every juvenile in custody to plan effective corrective measures.
 - Involved parents, guardians and responsible relatives while providing guidance and counseling.
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Education:

Bachelor's Degrees in Criminal Justice
Manchester College, North Manchester, IN

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