
PRIVATE DETECTIVES AND INVESTIGATOR RESUME

Summary:

A private detective and investigator with excellent investigative and analysis skills; with vast experience in criminal justice particularly in investigation; has skills at working under pressure and performing multiple task at hand; works well with minimal or no supervision; results-oriented professional who has the ability to communicate clearly and concisely with others; with proven ability to create and to establish rapport among colleagues and other individuals

Professional Experience:

Private Detectives and Investigator January 2007 – present
Office of the Inspector General, Atlanta, GA

Responsibilities:

Collected information and analyzed it to help individuals and the organization.
Conducted background checks, surveillance and searches.
Reviewed gathered information to assess or detect issues and or problems.
Acted as a representative to testify and presented evidence in court.
Offered protection to executive or individuals.
Provided assistance in cases such as fraud, claims, and tax issues.

Investigator May 2004– January 2007
Office of the Inspector General, Kansas City, MO

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Investigator May 2004– January 2007
Office of the Inspector General, Kansas City, MO

Education:

Associate Degree in Criminal Justice, Massachusetts Institute of Technology, MA, 2000
Bachelor of Science in Criminal Justice, Massachusetts Institute of Technology, MA, 1999

Skills:

- Proficiency in both oral and written communication skills
 - Proficiency in computer applications related to work
 - Knowledgeable in applicable laws, codes and regulations
 - Keen on design and paper texture
 - Customer oriented
 - Good organizational and time management skills
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Summary:

- American Association of Investigators, Member of the Year Award, 2005
- Certificate Georgia State Police Training Academy Recruit School, 2000

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