

---

## Probation Officer Trainee Resume

---

### Job Objective

Seeking a Probation Officer Trainee position while maximizing my skills and being a positive influence on company.

---

### Highlights of Qualifications:

---

- Exceptional ability to pass thorough background investigation
  - Possess a valid Drivers License
  - Strong interpersonal and analytical skills
  - Excellent written and verbal communication skills
- 

### Professional Experience:

---

Probation Officer Trainee  
U.S. Probation, Saginaw, MI  
January 2009 – Present

- Checked security locks at facility to prevent escape.
  - Maintain discipline among inmates.
  - Served meals to prisoners.
  - Utilized investigative techniques and arresting procedures.
  - Gathered, analyzed and interpreted evidence.
  - Prepared, reviewed and evaluated reports.
- 

### Education:

---

Bachelor's Degree in Criminal Justice  
Kishwaukee College, Malta, IL

[Build your Resume Now](#)