Gus Graduate

123 Palmetto Lane • Hattiesburg, Mississippi 39406 • (123) 456-7890 • ggraduate@email.com

QUALIFICATIONS SUMMARY

Self-motivated and highly responsible individual trained to readily excel as a ***Corrections Officer***.

* **Criminal Justice:** Able to apply training in criminal justice and security operations to ensure inmates’ health and safety while vigilantly maintaining optimal facility security.
* **Regulatory Compliance**: Well-versed in American Correctional Association (ACA), Management & Training Corporation (MTC), and state Department of Corrections directives.
* **Communications:** Communicate effectively, both orally and writing, in fluent English and Spanish.
* **Key Strengths:** Outstanding work ethic and integrity, with willingness and availability to work overtime when required. Calm and effective mediator within high-stress settings.

EDUCATION

**B.A., Criminal Justice** (June 2020); 3.65 GPA

The University of Southern Mississippi, Hattiesburg, MS

*Vice President, Criminal Justice Student Association; Varsity Weight-Lifting Team*

EXPERIENCE HIGHLIGHTS

THE UNIVERSITY OF SOUTHERN MISSISSIPPI, Hattiesburg, MS

**Student, Criminal Justice** (09/2016-06/2020)

Completed comprehensive four-year course of study in criminal justice in preparation for career as a correctional officer. Completed coursework included: “Criminal Justice Theory,” “Criminal Law,” “Police Methods and Organization,” “Introduction to Modern Corrections,” “Criminal Procedure,” and “Criminal Justice Ethics.”

* ***Internship*** (Spring 2020): Successfully completed one-semester internship (150 work hours) with Alcorn County Regional Correctional Institute.
* Earned “A” on capstone project on the organization and management of criminal justice.

ABC CONSTRUCTION COMPANY, Hattiesburg, MS

**Laborer / Security Guard** (Summers 2017, 2018, and 2019)

Worked as laborer and security guard for family-owned construction company. Erected structures and performed internal carpentry; safeguarded construction sites during graveyard shifts.

* Maintained a perfect work attendance record.
* Stepped up to work overtime and on weekends to ensure job completion by stated deadlines.