



PROFESSIONAL SUMMARY

- Talented Barreling associate J dedicated to continuous improvement to keep everything running smoothly. Highly analytical and organized in addressing routine needs and managing unique circumstances.

WORK HISTORY

Maturation Barreling , Diageo Bulliet Distillery , Oct 2023 - Feb 2024, Shelbyville, KY

- Participated in seminars and additional training to expand knowledge and skills.
- Completed assigned tasks prior to shift end.
- Kept work area organized and clutter-free.
- Used good organizational skills to manage workload.
- Maintained good working relationship with co-workers and management.
- Worked well with different people to address challenges and solve problems collaboratively
- Finished tasks and job duties, adhering to deadlines to avoid delays.
- Required minimal oversight to complete job tasks.

Senior Security Officer, Allied Universal Security Services-Diageo , Mar 2022 - Oct 2023, Shelbyville, MI

- Patrolled interior and exterior locations to detect signs of intrusion and deter unauthorized entrance.
- Authorized entrance of approved personnel to secured areas and buildings.
- Monitored electronic camera and surveillance systems to identify security issues.
- Verified scheduled locking and unlocking of doors and physical entrances to secured buildings.
- Maintained approved visitor lists for secured locations to prevent theft or unauthorized access.
- Communicated with security team via 2-way radio or cell phone to address incidents from varied locations.
- Directed individuals through security processes, clearly explaining policies, and procedures.
- Responded quickly to security alerts, alarms, or requests for investigation.
- Greeted visitors and issued access badges and parking instructions.
- Trained new security team members on job-specific tasks and company policies.
- Remained alert and vigilant for signs of potential risk, damage or loss of property.
- Drafted daily activity and incident reports supporting accurate record-keeping and loss prevention tracking.
- Circulated among employees, visitors and patrons to protect property and preserve order.
- Protected VIPs on-site and during transportation to destinations.
- Monitored CCTV and other security surveillance systems to detect signs of intrusion.
- Patrolled premises to identify and quickly respond to suspicious individuals or activities
- Leveraged strong communication and conflict management skills to address escalated

situations.

- Completed daily reports outlining regular activities and notable incidents.
- Maintained logs and records of deliveries, shipments and vendors

Senior Security Officer, Whitney M. Young Job Corps Center, Oct 2019 - Nov 2021, Simpsonville, KY

- Patrolled interior and exterior locations to detect signs of intrusion and deter unauthorized entrance.
- Verified scheduled locking and unlocking of doors and physical entrances to secured buildings.
- Monitored electronic camera and surveillance systems to Identify security issues.
- Communicated with security team via 2-way radio or cell phone to address incidents from varied locations.
- Responded quickly to security alerts, alarms, or requests for investigation.
- Trained new security team members on job-specific tasks and company policies.
- Maintained updated knowledge of security processes and changes in access.
- Monitored entrances and exits to control access and prohibit entry of unauthorized individuals.
- Circulated among employees, visitors and patrons to protect property and preserve order.

Machine Operator, Bekaert, Jan 2017 - Feb 2019, Shelbyville, KY

- Reviewed and interpreted work orders and instructions to determine job requirements.
- Performed required start-up and break-down instruction before and after assigned shifts.
- Observed machine performance by making necessary adjustments and resolving operational issues, minimizing downtime.
- Utilized approved safety and protective equipment during machine operation.
- Identified and addressed deviations or defects, implementing corrective measures to maintain product integrity.
- Adhered to company protocols and guidelines to maintain clean and hazard-free work environment.
- Collaborated with cross-functional teams to plan and schedule machine operations, meeting production demands and timelines.
- Inserted raw materials and required components into semi-automated machines for product construction.
- Adjusted machine settings and specifications to manufacture desired products.
- Observed proper tag out and lockout of plant equipment and systems, following clearance procedures, policies, and practices.
- Maintained adequate inventory of parts and supplies to meet production needs.
- Reported discrepancies to supervisor for work order implementation and potential impact on operations.
- Operated heavy machinery to properly install and maintain equipment, including loaders, backhoes and skid steers.
- Troubleshoot, diagnosed and corrected problems with spools and die systems.
- Monitored inventory lists and requisitions supplies, materials and repair parts.
- Collaborated with personnel to start up, tr
- Adhered to strict safety protocols when transporting, mixing, handling or using hazardous materials or chemicals.

- Monitored operational systems and machinery to spot and correct problems.

Correctional Officer, Kentucky Department Of Corrections, Feb 2008 - Jul 2017, Pewee Valley, KY

- Observed inmates continuously to maintain safety and enforce facility rules.
- Monitored perimeters, gates and internal doorways during patrols and surveillance camera shifts.
- Inspected living areas and personal belongings regularly to detect and seize contraband.
- Managed inmate custody and security throughout correctional facility, in courthouse and during transportation.
- Maintained vigilance to identify conflicts
- Performed scheduled inmate counts and reported discrepancies or initiated lock-downs.
- Communicated with visitors to explain policies and complete searches prior to authorized entry.
- Used and maintained keycards, two-way radios and weapons with strong regard to safety protocols.
- Intervened during fights and disturbances to stop unauthorized behaviors and restore order.
- Applied training in conflict-resolution
- Maintained expertise in less-lethal weaponry to keep peace between potentially violent inmates.
- Used restraint devices to minimize danger posed by high-risk inmates.
- Searched prisoners, cells and mail to locate and remove contraband materials.
- Inspected conditions of locks, doors and gates at correctional facilities to maintain security and help prevent escape
- Organized prisoners' daily schedules, assigned duties and provided instruction.
- Took action to diffuse tension between inmates and prevent escalation.

EDUCATION

Management , Management Meijer Management Training - Xenia Ohio	Mar 1999
CPR, First Aid, CPR, First Aid, Defibrillator, Infectious Diseases Ky Department of Corrections - Pewee Valley Kentucky	Jul 2017
Kentucky Corrections CERT, Law Enforcement Combat Training Certified Emergency Response Team - Wendill Military Base	Oct 2010
<ul style="list-style-type: none"> • Graduated with honors. • Member, CERT • Combat riot training • Many skills in offensive and Defensive hand to hand combat. • Various weapons certifications • 357,40,12 gage shotgun, Tazer, OC(pepper spray) • Various gas weapons 	
Corrections Academy - La Grange, KY	Feb 2008
Heavy Equipment Operator Certified , Backhoe/skid Steer/excavator	Nov 2007

Truck America - Louisville Kentucky

Diploma

Jun 1995

Clayton Valley High School - Concord, CA

SKILLS

- Creative thinking
- Organization
- Problem-solving
- Networking
- Prioritization
- Teamwork
- Planning
- Multitasking
- Analytical thinking
- Task prioritization
- Motivation
- Training
- **Equipment** operation
- Verbal communication
- Coordination
- Customer relations