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| Flower image. Side Image. | |  | Experience ****Quality Assurance Associate |****Walmart Distribution Center ****|**** 868 W Peters Rd, Casa Grande, AZ, 85193 ****|**** 02/2021 - Current  **• I maintain quality and accuracy of inventory by tracking and identifying freight manually or with computer software. I conduct audits on shipments and warehouse cycle schedules, inspecting freight and products for correct quantities and conditions is also required. I also move freight manually or with powered equipment. I prepare, review, and analyze reports. I identify and resolve discrepancies in records.**  Correctional Officer ****|**** Red Rock Correctional Center ****|**** 1750 E Arica Rd, Eloy, AZ, 85131 ****|**** 07/2020 – 02/2021  **•** Perform routine duties of a Correctional Officer in accordance with established policies, regulations, and procedures to maintain order and provide for the safety, security, care, and direct supervision of those in your care during all phases of activity in the facility. Responsible for maintaining order and security of inmates in a correctional facility.  **DCS Specialist | Department of Child Safety | 1119 E Cottonwood Ln, Casa Grande, AZ, 85122 | 10/2019 – 07/2020**  **• I provide case management services to a diverse population and am responsible for a series of decisions about the safety, well-being and permanency of children who are identified as victims of child maltreatment within their family. I work closely with families to identify strengths and challenges and, together with the family and a community of providers, develop a case plan with a goal of preserving or reunifying the family which can provide a safe environment for the child(ren).**  Correctional Officer ****|**** Red Rock Correctional Center ****|**** 1750 E Arica Rd, Eloy, AZ, 85131 ****|**** 01/2019 – 10/2019  **•** Perform routine duties of a Correctional Officer in accordance with established policies, regulations, and procedures to maintain order and provide for the safety, security, care, and direct supervision of those in your care during all phases of activity in the facility. Responsible for maintaining order and security of inmates in a correctional facility.  Teller (MSR) ****|**** Pinal County Federal Credit Union **|** 1000 E Florence Blvd, Casa Grande, AZ, 85122 ****|**** 10/2015– 09/2016  **• I was responsible for providing accurate, professional, and prompt member service while handling routine financial transactions. I was also responsible for providing product and service referrals based on member needs. I support Credit Union Member Service Objectives and Sales Promotions by cross-selling or referring services and products to members.**  Office Assistant ****|**** Central Arizona College ****|**** 8470 N Overfield Rd, Coolidge, AZ, 85128 ****|**** 01/2014– 05/2014  **• I was responsible for setting, monitoring and maintaining the learning center. I also answered phone calls, scheduled appointments, entered data on the computer, filed documents, and checked students in and out of the learning center.** Education Villa Oasis Interscholastic Center for Education, Eloy, AZ   * High School Diploma   Central Arizona College, Coolidge, AZ   * Associates of Arts   Arizona State University, Tempe, AZ   * Bachelors of Justice Studies * Phoenix College * Paralegal Certificate (ECD 12/2022)  Skills & Abilities Detail oriented, organized, positive, excellent written and communication skills, multi-tasking, team player, critical thinking, flexibility, problem-solving, emotional intelligence, time management. | |
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