

ADDRESS: 4TH STREET, ANYPLACE, ANYWHERE 44444 PHONE: 444.444.4444 EMAIL: RESUMESAMPLE@EMAIL.COM

#### CHIEF OF POLICE

Data Gathering and Analysis | Case Reports Preparation and Management | Tactical Planning and Investigative Research Law Enforcement Principles | Conflict Management and Resolution | Liaison and Intelligence Source

### QUALIFICATIONS PROFILE

Seasoned, solutions-driven, and detail-oriented professional, with strong background in all aspects of security efforts, law enforcement, and investigation with emphasis on criminal and counterterrorism crimes, as well as covert and intelligence-based investigations.

Known for unparalleled commitment to providing the highest standards of professional and personal service to clients. Adept at developing training module and program to drive organizational efficiency, as well as at formulating innovative solutions to address complex crime issues. Equipped with hands-on leadership capabilities in establishing high-performing and cross-functional team while driving the achievement of the organization's mission and goals.

#### PROFESSIONAL EXPERIENCE

# ABC POLICE DEPARTMENT, Chicago, IL

## Watch Operations Lieutenant, Bureau of Patrol AAA District

May 2018-Present

- Manage workforce planning and personnel projections to meet staffing requirements needs
- > Assess crime trends and formulate strategies for officer deployments
- > Take charge of analyzing data recovered from body worn and in-car camera technologies; tracking the security of evidence and the property of individuals in custody; and ensuring the safety and security of in-custody individuals
- ▶ Handle the approval of police reports, while developing probable cause
- > Strategically led personnel in the police facility for efficient processing of arrestees and other individuals associated with preliminary investigations
- Received promotion from sergeant of police to lieutenant of police position

## Sergeant of Police, Deployment Operations Center, Counter-terrorism Section

Aug 2016-May 2018

- > Wrote Counterterrorism Section's current mission statement
- > Partnered with the Human Resource Section in establishing hiring criteria for civilian analysts
- > Oversaw and coordinated collection of work station action guides to guarantee provision of strategic response
- > Designed and executed undercover and covert training module at ABC Undercover Training School
- Devised a redundant training system for officers assigned across various disciplines, and facilitated internal workshop series to avoid redundancy in training and awareness

## **Unit Commanding Officer**, Office of the Superintendent, Office of Legal Affairs, Freedom of Information Nov 2

Nov 2014-Aug 2016

- > Formulated and applied training module on gang investigations for law enforcement officials assigned in the criminal justice industry across the Bahamas, Jamaica, Kingston, and Nassau
- Provided weekly briefings to officials responsible for the oversight and regulation of ABC standards
- > Facilitated career development workshops for officers detailed to the unit
- Developed internal response teams and instigated strategies which improved employee efficiency, as well as an internal ABC Media Team to manage media requests received by the unit

## Senior Commanding Officer, Bureau of Crime Control Strategies, Research and Development Division Apr 2014–Nov 2014

- > Assisted in administering projects that involved the development of innovative department policies
- Presided over internal staff meetings and strategic roll calls
- > Developed teams in charge of complex projects and rendered guidance to the team throughout project completion
- > Organized a meeting between U.S. Centers for Disease Control personnel and research and development managers to conceptualize an Ebola Protocol in 2014
- > Facilitated several conference calls and added law enforcement perspective to the Department Notice D14-09 to address concerns regarding the potential for an Ebola outbreak



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### **Commanding Officer**, Bureau of Organized Crime, Intelligence Section

Nov 2008-Apr 2014

- > Created a unit-wide strategic covert surveillance training plan for field deployment operations, while conducting multiple joint local and federal field training exercises for assigned personnel
- > Formed an electronic surveillance team for the active criminal enterprise groups investigation
- > Conceptualized covert operational plans, while overseeing field assets and coordinating with USSS personnel during dignitary protection assignments for presidential and all formal visits from the heads of state
- > Served as supervising sergeant of officers, detectives, and national guard personnel of the CCC Police Department
- > Developed covert field deployment operational plan for 2012 Chicago NATO Summit, which yielded five convictions
- > Set strategic direction to joint mission operations in collaboration with the United States Department of Homeland Security, which led to multi-state arrests

### EARLIER POSITIONS HELD:

**Senior Patrol Officer**, Bureau of Organized Crime, Narcotics and Gang Section **Patrol Officer/Gang Tactical Officer**, Bureau of Patrol, BBB District

#### **EDUCATION**

# MASTER OF SCIENCE IN THREAT AND RESPONSE MANAGEMENT, 2014

UNIVERSITY OF ABC, CHICAGO, IL

## BACHELOR OF SCIENCE IN SECURITY MANAGEMENT, 2012

UNIVERSITY OF ABC, CHICAGO, IL

#### PROFESSIONAL DEVELOPMENT

#### Training:

- Dignitary Protection
- Illinois Law Enforcement Training and Standards Board Executive Institute
- What Teens Should Know Cook County State's Attorney's Office
- Prosecutors Survival School Starved Rock State Park
- The Law and Your Community NOBLE
- Law and Community Workshop Ferguson, MO

#### **Certification:**

- Department of Homeland Security: Top Secret Security Clearance
- Initiated a Career Path Workshop for the Specific Skills Development and Promotional Readiness
- Northwestern University, School of Police Staff and Command: 300-Hour Course Certification
- US Department of Homeland Security: 200-Hour Basic Intelligence Threat Analysis Course
- 40 Hours SWAT High Risk Entry Certification

#### **AWARDS**

Life Saving Award | Department Commendations (13) | Unit Meritorious Awards (2) | Problem Solving Awards (3) Crime Reduction Awards (2) | Joint Operations Awards (2) | Police Officer of the Month

#### **ACTIVITIES**

Guest Instructor, DDD Police Academy - Undercover Operations