## Police Officer Resume Sample 1

**Chere Windham**

1581 Boggess Street, Frisco, Texas, 75034

cherewindham@email.com

940-271-0198

### A. Summary

Dynamic, alert, energetic, and goal-oriented law enforcer and a police officer with 7 years of experience in this field. I possess a track record of assuring the security of the general public and decreasing the crime rates in the areas that have been allotted to me. My best asset is the experience that I have hands-on in fighting against the crime that goes on in the community. I am also a self-starter and have proved the ability to react incredibly quickly as well as calmly when it comes to emergencies.

### B. Working Experience

* **August 2010 – Present – Police Officer in the job of the City of Frisco, Texas**

**Responsibilities**: Patrol particular areas of the city that have been assigned to me. Take up buildings, residences, and their surroundings and perform security checks. In the case of any suspicious activity, take the appropriate measures in a timely manner. Investigate all the reported crimes. Direct traffic. Enforce the traffic ordinances. Interviews suspects of different crimes. Interviews witnesses when a crime has been committed. Serve warrants and subpoenas. Answer when civilian make calls for protection for their life and their property. If necessary, make forcible arrests.

**Achievements**: On the first day at my job, I successfully administered First Aid and CPR procedures to the civilians who had been the victims of a car crash. I also received the Award for Bravery during my second year on the job for having arrested two felons independently.

### C. Education and Academic Training

* Graduated from the Frisco Law College in Frisco, Texas, in 2009.
* Possess an Associate of Arts in Legal Studies from the Community College in Frisco, Texas. Graduated in 2013.
* Graduated from the Frisco, Texas Police Academy with highest grades and honors in 2007.
* Possess CPR and First Aid Certificates.

### D. Job Related Skills

* Extremely apt at investigating crimes
* Hazard discovery
* Traffic law enforcement
* Court documentation
* General security
* Vigilance
* Witness presentation
* Criminal detention
* Emergency assistance
* Offender identification
* Report processing
* A vast knowledge of firearms
* Can operate emergency vehicles
* Able to work with first-responder equipment

### E. General Skills

* Communication
* Team player
* Strong
* Independent
* Tactful
* Neutral
* Considerate
* I possess a valid Texas driver’s license and a clean driving record