

SHEILA JOHNSON
9432 Blue Mountain Way
Sacramento, CA 95829

WORK EXPERIENCE

August 2013 to Present

Correctional Sergeant
Correctional Training Center

Provide training and staff development programs that inspire employees in the pursuit of professional growth throughout their career, build a capable and prepared workforce and reinforce the values of the Department of Corrections and Rehabilitation.

June 2010 to August 2013

Correctional Sergeant
California Medical Facility

Worked with clinical staff to evaluate housing and security needs of all inmates in Closed Hospital Units. Coordinated with the Health Care Access Unit Lieutenant regarding additional changes in Closed Hospital Units housing and security needs. Complete all assigned Inmate Appeals, as directed by the Health Care Access Unit Lieutenant. Conducted weekly site audits of Inmate Work Incentive Timekeeping logs. Exchange chits for equipment. Receive pertinent information from prior Watch. Supervised and controlled the sign-in of all officers assigned to Hospital Units. Ensured assigned staff received all needed equipment. Ensured assigned staff had completed all tool and inventory reports. Conducted inventory of restraint equipment, chemical agents, batons and keys. Reported any discrepancies to the Watch Commander. Ensured staff be in compliance with all mandated rules and regulations, policies and procedures.

Sheila Johnson
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November 2005 to June 2010

Correctional Officer
California Medical Facility

Enforced state and federal laws in regards to Department of Corrections and Rehabilitations. Held various positions as a Correctional Officer. Escorted inmate to various locations in the Prison and if necessary provided coverage during classification and disciplinary hearings. Provided transportation for inmates to offsite Medical appointments, via state vehicle. Conducted cell searches, and participated in cell extractions when required. Assisted the Lieutenant with disciplinary process, provided coverage during inmate movements within the institution. Attended all mandatory training.

January 1995 to October 2005

Criminal Identification
Specialist II
Department of Justice

Researched gun buyers. Approved and denied Peace Officer, Law Enforcement, Armed Security Guards and citizens for gun purchasers. Contacted Police Departments, Sheriff Departments and other state Departments for subsequent arrest information. Also contacted the Courts for information on court dispositions.

EDUCATION

Two years - Sacramento City College

REFERENCES

Lieutenant R. Brown - California Medical Facility