

Education personal statement

[Law](#), [Criminal Justice](#)



Objective

I desire an entry-level position serving as a Probation Officer or Probation Agent. I wish to utilize my education, background, and skills. I can bring a professional demeanor to the position.

Anticipated Graduation date 5/2013 Siena Heights University Adrian, MI
BA, Criminal Justice

Prerequisites Jackson Community College Jackson, MI

Experience

Probate Division Intern

- Assisted with the preparation of pre-sentencing reports.
- Reviewed the information on the backgrounds of individuals who were awaiting sentencing on convictions in district court.
- Reviewed case files to ensure compliance and ensured that the termination of probation recommendation was justified in such cases.
- Initiated and proceeded with show for just cause and violation of probation proceedings.
- Assisted in determining judgments based upon information gathered and assisted in the preparation of recommendations.
- Appeared in court for probation violation, sentencing, and other types of hearings.
- Reviewed probation procedures with new probationers.
- When deemed appropriate, made recommendations to community-based programs to assist clients with emotional, alcohol and/or drug counseling services.

Qualifications

- I possess the ability to work with a wide range of individuals.
- I am a patient and objective person.
- I demonstrate responsibility and am a mature individual.
- I am capable of contributing to and working as a member of a team.
- I have the ability to write clear and concise reports.
- I have an innate interest in helping assist people who may be experiencing many complex problems at this point in their lives.

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Professional Affiliations

Criminal Justice League

Member of Valley National Eight-ball Association

References

Available upon request.