

Katherine White

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Summary

Experienced Security Officer with a demonstrated history of working in the security, community corrections, and investigations industry. Skilled in Prisons, Physical Security, Microsoft Word, Sales, and Graphic Design. Strong protective services professional with two Associate of Arts and Sciences degrees- one focused in Advertising & Graphic Design, and another focused in Criminal Justice, both from Alamance Community College.

Experience



Detention Officer

Alamance County Sheriff's Office

Feb 2019 - Present (2 years 2 months +)



Upscale Security Officer

G4S

May 2017 - Feb 2019 (1 year 10 months)

Assigned to Biogen (Pharmaceutical). My primary duty is to operate the reception desk, which includes checking identification, issuing badges to employees, and securing the first point of entry into the building. Secondary duties include monitoring cameras and alarms, and general clerical tasks, as assigned.



Correctional Officer II

North Carolina Department of Public Safety

Mar 2016 - May 2017 (1 year 3 months)

My primary duty was to monitor the care, custody, and control of a young male medium/close custody inmate population. I was assigned to Dorm 3 and 4, where I looked after up to 132 inmates at a time within the facility, ensuring that they and those around them were safe, diffuse tense situations, ensure their daily tasks were performed correctly and in a timely manner, as well as encouraged their self-improvement. Secondary duties included yard and rover patrol, and occasional kitchen patrol.



Replenishment Clerk

The Michaels Companies, Inc.

Jun 2015 - Jul 2016 (1 year 2 months)

I held several titles and performed numerous duties while employed by Michaels. As Replenishment Clerk, I assisted with unloading of trucks, helped put up all stock within the allotted time, and set planograms.



Correctional Officer I

North Carolina Department of Public Safety

Jun 2015 - Mar 2016 (10 months)

My primary duty was to monitor the care, custody, and control of a mixed female medium/close custody inmate population. I was assigned to Canada Unit, where I looked after up to 72 inmates at a time within the facility, ensuring that they and those around them were safe, diffuse tense situations, ensure their daily tasks were performed correctly and in a timely manner, as well as encouraged their self-improvement. Secondary duties included yard and kitchen patrol, and tower patrol.



Quality Control Specialist

Sports Endeavors

May 2015 - Jun 2015 (2 months)

I held several roles while at Sports Endeavors. My primary duty was to train and monitor heat press operators ensuring their work was at or above the quality expected of them, and to correct them if it was not; secondary duties included applying labels and performing quality control in DTG (direct to garment printing), applying appliques, and packing Replicas; and picking/packing when needed.



PT Customer Experience Manager

The Michaels Companies, Inc.

Feb 2014 - Jun 2015 (1 year 5 months)

I held several titles and performed numerous duties while employed by Michaels. As PT Customer Experience Manager, I supervised the front end, set planograms, made store displays, and functioned as the closing manager on weekends.



Heat Press Operator

Sports Endeavors

Jul 2014 - May 2015 (11 months)

I held several roles while at Sports Endeavors. My primary duty was to apply appliques, pack Replicas; and picking/packing when needed.



DTG Printing & QC

Sports Endeavors

Sep 2014 - Jan 2015 (5 months)

I held several roles while at Sports Endeavors. My primary duty was applying labels and performing quality control in DTG (direct to garment printing).



Replenishment Manager

The Michaels Companies, Inc.

Sep 2013 - Feb 2014 (6 months)

I held several titles and performed numerous duties while employed by Michaels. As Replenishment Manager, I supervised a crew that averaged about 12 members. I oversaw all shipping and receiving, unloading of trucks, ensured all stock was put up within the allotted time, and set planograms.



Customer Experience Manager

The Michaels Companies, Inc.

Oct 2012 - Sep 2013 (1 year)

I held several titles and performed numerous duties while employed by Michaels. As Customer Experience Manager, I oversaw the classroom program, supervised the front end, hired instructors, and scheduled classes, as well as daily deposits and clerical duties.



Customer Experience Associate

The Michaels Companies, Inc.

Sep 2012 - Oct 2012 (2 months)

As Customer Experience Associate, I worked the floor helping customers with projects and ideas, cleaned and recovered the store, created store displays, and was a backup cashier.



Staff Specialist

Duke University

Nov 2000 - Sep 2009 (8 years 11 months)

Department of Religion. My primary duty was to create & maintain several departmental web sites; course & departmental advertising; graphic design; AV support; IT support; receptionist; and faculty administrative support.



Staff Assistant

Duke University

Jun 1999 - Nov 2000 (1 year 6 months)

Center for Health Policy, Law, & Management. My primary duties were to maintain the departmental web site; minor AV support; and faculty administrative support.

Education



Alamance Community College

Associate of Arts and Sciences - AAS, Advertising & Graphic Design

2010 - 2012

graduated with Honors; President's List or Dean's List every semester



Alamance Community College

Associate of Arts and Sciences - AAS, Criminal Justice Technology

1996 - 1999

graduated with Honors; President's List or Dean's List every semester

Licenses & Certifications



Certified Correctional Officer - NC Department of Public Safety

Issued Aug 2015 - Expires Sep 2017



Private Protective Security Certification - NC Private Protective Security Board

Issued May 2017 - Expires May 2019

000321P4



Infant/Child/Adult CPR, First Aid, AED - American Heart Association

Issued Aug 2015 - Expires Sep 2021



Basic Detention Officer Certification - Alamance Community College



Taser Certification - Alamance Community College



Pepper Spray Certification - North Carolina Department of Public Safety

Skills

Security Operations • Microsoft Office • Customer Service • security • Incident Investigation •
Evidence Collection • Social Media • Quality Control • Proofreading • Graphic Design

Honors & Awards



Graduated with Honors - Alamance Community College

Jun 1999



Graduated with Honors - Alamance Community College

Jul 2012