

Stacy Cruz

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Authorized to work in the US for any employer

Work Experience

Lead Substance Abuse Specialist

Burrell Behavioral Health - Springfield, MO
May 2018 to Present

Conduct groups, one on one meetings with clients, intake clients, data entry, communicate with other agencies and hospitals, conduct security checks of persons and property, complete all client and shift paperwork, train new employees and check all their paperwork and computer entries before they can submit, complete all training and maintain certifications.

Security Officer

State of Missouri Office of the Adjutant General - Springfield, MO
July 2017 to March 2018

Maintaining the safety and security of the facility

Correctional Officer I

Department of Corrections - Jefferson City, MO
December 2014 to April 2016

Responsibilities

Maintain the safety and security of the institution. I conduct counts, security checks, searches of offenders and property, and perimeter checks. I supervise movement of mainline and the yard as a utility officer. I run housing units with between 100-135 offenders. I am able to work any post necessary, ex. Tower guard, visitation, medical, yard, recreation, H.U., school, property.

Behavioral Health Technician

Lakeland - Springfield, MO
September 2012 to November 2014

Responsibilities

I worked on a unit of 22 children between the ages of 8 to 16 years old. I lead groups, conducted counts and checks every 15 minutes, document behaviors, update treatment plans, set individual goals and help patients work towards meeting those goals, assisted with daily activities, and ensured safety and security at all times.

Accomplishments

I have had the chance to reach troubled youth and make a difference.

Skills Used

Counts, charting, treatment planning, leading groups, cleaning, security, leadership, communication, teamwork.

Correctional Officer

Christian County Sheriff's Department - Ozark, MO
August 2009 to March 2010

Responsibilities

I conducted counts, made rounds, booked and released inmates, transported inmates to and from court, conducted searches of persons and property for contraband, supervised cleaning and meals. I also ran master control, visitation, and ensured the safety and security of officers and inmates alike.

Accomplishments

I played a role in keeping the community safe

Skills Used

Security, counts, computer skills, supervised inmates, both paper and computer files, multi tasking, teamwork, answering phones, and interpersonal communication skills.

Correctional Officer

Greene County Sheriff's Department - Springfield, MO
December 2006 to August 2009

Responsibilities

I conducted counts, made rounds, booked and released inmates, transported inmates to and from court, conducted searches of persons and property for contraband, supervised cleaning and meals. I also ran master control, visitation, and ensured the safety and security of officers and inmates alike.

Accomplishments

I played a role in keeping the community safe. Also was promoted from correctional officer 1 to correctional officer 3

Skills Used

Security, counts, computer skills, supervised inmates, both paper and computer files, multi tasking, teamwork, answering phones, and interpersonal communication skills.

Transportation Security Officer

Department of Homeland Security - Springfield, MO
March 2006 to December 2006

Responsibilities

Security check of persons and property, running the ETD machine, xray machine, and metal detector. Made rounds, completed daily training, ensured safety and security, and was able to work any post assigned.

Accomplishments

I played a role in keeping people safe

Skills Used

Ran all machines and equipment, computer skills, interpersonal communication skills, and security

CNA - Certified Nursing Assistant

Cox South Hospital - Springfield, MA

August 2004 to March 2006

Direct patient care

Education

Some college in AAS

Ozarks Technical Community College - Springfield, MO

March 2011 to January 2012

Skills

- Documentation
- Microsoft Office
- Counseling
- Case Management
- Therapy
- Addiction Counseling
- Behavioral Health
- Crisis Intervention
- Security
- Individual / Group Counseling
- Behavioral Therapy
- Medication Administration
- Conflict Management
- Intake Experience

Certifications and Licenses

L1ma

July 2018 to Present

CPR/AED

July 2020 to July 2022

Class E

August 2018 to Present

Chauffeur License

First Aid Certification

Additional Information

BLS