

Audit and Accountability Bureau Training Office

- **Training Sergeant**
 - **Personnel Mentoring Program**
 - **Audit Training and Continuing Professional Education**
 - **Continuing Professional Education**
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• Training Sergeant

The Training Sergeant's responsibilities include but are not limited to:

- **Schedule and supervise bureau training for all AAB personnel.**
 - **Complete Mentoring Program for all AAB personnel.**
 - **Monitor Continuing Professional Training and Continuing Professional Education.**
 - **Ensure staff are compliant with Department training policies and procedures.**
 - **Organize and retain personnel training folders and certificates.**
 - **Liaison with Department training and external training groups.**
 - **Prepare all documentation for travel training for personnel attending training.**
 - **Complete special projects assigned by management.**
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