ROBERT SMITH

Sr. Commissioned Security Officer

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

SUMMARY

To obtain a position with an organization that conveys dynamic Quality and services to the public. Career opportunities to utilize bilingual skills of Spanish and English to better serve the company.

CORE COMPETENCIES

Corrections, Security.

PROFESSIONAL EXPERIENCE

Sr. Commissioned Security Officer

ABC Corporation - December 2005 – June 2007

Key Deliverables:

- Patrolled Naval Base installation and property to prevent crime and acts of terrorism, protect life and property and ensure compliance with local regulations and laws.
- Maintained 9mm pistol on self and shotgun in secure location.
- Planed and carries out appropriate steps according to specific case conditions, and uses personal judgment in interpreting, adapting, applying and deviating from guidelines based on any emergency situations.
- Conducted routine sweeps of vehicles entering the base and prepared and maintained gate logs, vehicle registers, and gate, vehicle, and pedestrian statistics.
- Controlled access to sensitive/restricted areas where there is potential for breach of security, public safety or public health.
- Maintained communications with mobile patrol units and posts and passes directions and information to officers on patrol assignments.
- Conducted initial investigations of suspicious activities, security breaches, and crimes.

Commissioned Security Officer

ABC Corporation - 2004 – 2005

Key Deliverables:

- Duties included foot and vehicle patrols of high-risk apartment complex in South Houston.
- Maintained physical armed presence to deter criminal activities and support leasing office policies.
- Performed lights out report, daily shift reports and incident reports.
- Interfaced with first responders.
- Enforced curfew policy and served criminal trespass warnings.
- Checked and secured leasing office and common areas.
- Good working relationship with local law enforcement and EMS/Fire personnel..

EDUCATION

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- - (College Corpus Christi - Corpus Christi, TX)

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