ROBERT SMITH

Sr. Corporate Security Officer

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SUMMARY

Over 15+ years' experience seeking a position that reflects experience, skills, and personal attributes including dedication, meeting goals, creativity, and the ability to follow through.

CORE COMPETENCIES

Microsoft Office, Security, Supervising.

PROFESSIONAL EXPERIENCE

Sr. Corporate Security Officer

Nationwide Insurance - May 2012 – 2019

Key Deliverables:

- Watched for irregular or unusual conditions that may create security concerns or safety hazards.
- Sounded alarms or called police/fire department in case of fire or presence of unauthorized persons.
- Warned violators of rule infractions, such as loitering, smoking or carrying forbidden articles.
- Permitted authorized persons to enter property and monitors entrances and exits.
- Observed departing personnel to protect against theft of company property and ensure that authorized removal of property is conducted within appropriate client requirements.
- Investigated and prepared reports on accidents, incidents, and suspicious activities.
- Provided assistance to customers, employees and visitors in a courteous and professional manner.

Corporate Security Officer

ABC Corporation - 2011 – 2012

Key Deliverables:

- Provide and implement security protocols for various corporate buildings.
- Maintain visual, verbal coordinated flow of information between various buildings.
- Conduct security risk coordination meetings with property management also alerting them of possible threats or situations.
- Maintain strict professionalism while greeting all tenants and clients.
- Thoroughly examine access badges provided for authenticity and current status.
- Remain alert for false badges, unauthorized visitors, vehicles or personnel stationed along the perimeter of the facilities for prolonged periods of time.
- Execute thorough detex patrols of all buildings, vacant suites, perimeter and underground levels..

EDUCATION

2259 Oak Street, Old Forge, New York, 13420
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- B.S. in Networking & Cyber Security - (University of Maryland - College Park, MD)

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