ROBERT SMITH

Asst. Director Of Field Operations

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To utilize field tested and proven skills providing oversight and direction to staffed security members enabling the highest levels safety and security of persons, materials and property.

JUNE 2010 – FEBRUARY 2014

ASST. DIRECTOR OF FIELD OPERATIONS - ABC CORPORATION

- Oversaw the effective management of the daily routine under the guidance and leadership of a Security Director at stand-alone sites and facilities.
- Responsible for ensuring that the Security guards under my command complied with the Security Standing Orders & Procedures pertaining to the premises during the shift.
- Assisted the Security guards in ensuring the safety and security of human beings, valuable materials and classified documents pertaining to the premises as well as corporate physical assets.
- Efficiently supervised and managed the Security Personnel under command during tenure by training the Security Personnel in all security drills and security procedures laid down in the Standing Orders & Procedures.
- Acted as a liaison between the security unit and Administrative Operations Managers, local Police and Fire Departments as well as the nearest hospitals.
- Transported and deployed security guards during the shift.
- Conducted periodic scheduled and unscheduled rounds of sentry/ guard posts checking alertness and compliance of Standing Orders & Procedures.

2007 – 2010

DIRECTOR OF FIELD OPERATIONS - DELTA CORPORATION

- Responsible for day to day activities of new home construction as well as renovation division and small utility crew.
- Dealing with clients, subcontractors and prime contractors to ensure fluid progress throughout multiple jobs.
- Salesman and estimator for renovation division.
- Hands on working to ensure jobs stay on schedule as needed.
- March of 2009.
- Supervised all Field Service Managers in company Responsible for Daily, Quarterly, and Yearly Performance metrics Tasked with company wide inventory .
- Crucial in updated policy and new product implementation for company.

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EDUCATION

Master Of Arts In Religion - 2000(ULC University - Montecito, CA)

SKILLS

Supervision, Communication, Microsoft Office, Microsoft Excel, Customer Relations, First Aid.