

# ROBERT SMITH

## Event Security Supervisor

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### SUMMARY

A stimulating Event Security Supervisor position charged with public relations and management. A position which presents increasing challenges, responsibilities and growth opportunities, Assess potential threats to ensure that any potential threat is detected before it escalates to an incident, Conducting regular meetings with all staff to monitor security and safety onsite at every event held at the site.

### CORE COMPETENCIES

Microsoft Office, Security, Supervising Skills.

### PROFESSIONAL EXPERIENCE

#### Event Security Supervisor

**ABC Corporation - July 2000 – March 2001**

##### Key Deliverables:

- Provided technical support to other departments within the business (e.g., accounting department).
- Coordinated security plans to ensure safety of attendees.
- Assisted event management with planning, registration, and administration of the event.
- Ensured that all staff are trained in event security policies.
- Protected valuable trade secrets as well as confidential data of clients and partners.
- Provided assistance in securing sensitive information such as client information.
- Facilitated business continuity planning.

#### Event Security Supervisor

**Delta Corporation - 1999 – 2000**

##### Key Deliverables:

- Plan security operations for large-scale events (e.g., conferences, trade shows, conventions).
- Manage the team that provides security at these events (e.g., ensure proper staffing levels during peak periods).
- Plan and manage a robust incident response process to mitigate threats to the events security.
- Train staff on incident response techniques and procedures.
- Provide onsite training to staff on best practices for securing large scale events (e.g., fire drills, fire drills with tactical gear).
- Responsible for communicating with vendors about equipment.
- Provide security services at all company events, including but not limited to conferences, trade shows, conventions and expos.

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### EDUCATION

BA In Law Enforcement

