

ROBERT SMITH

Licensed Security Guard

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As a Licensed Security Guard, Responsible for Responding to emergency situations, including medical, security, guest complaints, etc. Assisting sick and injured guests and employees, ensuring documentation and disposition of reports.

NOVEMBER 2013 - OCTOBER 2014

LICENSED SECURITY GUARD - ABC CORPORATION

- Conducted security verticals and patrol the premises to detect drug use, unauthorized personnel, safety hazards and damaged property.
- Monitored and authorized the entry and departure of all employees, visitors and clients to preserve order and protect the premises.
- Completed daily reports and logged in all observations, irregularities and surveillance activities.
- Used walkie talkies and facility intercoms to remain on contact with all security personnel and employees.
- Responded to and investigated all alarms and calls of distress.
- Called for assistance and aid if necessary.
- Worked at an upscale retail department store in Manhattan, Upstate New York and New Jersey.

2010 - 2013

LICENSED SECURITY GUARD - DELTA CORPORATION

- Multiple sites with multiple companies Securitas, Verdad security, From Rochester to Buffalo to Syracuse.
- Safeguarded, patrolled, and monitored assigned client premises against any theft or vandalism.
- Wrote reports of shift activities and irregularities, such as equipment or property damage, theft, presence of unauthorized persons, or unusual .
- Assigned as security guard at Pontiac Nursing Home.
- Tasked with Guarding personal and property assets on a part time basis.
- Monitored security cameras and points of entrance Accurately recorded hourly occurrences Logged incident reports Ensured safety of tenants.
- Stand for long periods of time and utilize detail oriented skills.

EDUCATION

Diploma

SKILLS

Microsoft Word, Interpersonal, Organizational Development, Managerial, Multi-Task, Customer Service, Crowd Control, Surveillance, Public Relations.