

# JAMES CLARK

## Post Commander

### PROFESSIONAL SUMMARY

Accomplished Post Commander with 5 years of experience in leading security operations and team management. Expertise in developing training programs, optimizing safety protocols, and ensuring regulatory compliance. Recognized for fostering strong client relationships and enhancing operational efficiency, contributing to a secure environment for all stakeholders.

### WORK EXPERIENCE

#### Post Commander

Blue Sky Innovations

Jun / 2022-Ongoing

Chicago, IL

1. Managed security operations for various events, ensuring safety and compliance.
2. Utilized Microsoft Office Suite for reporting and documentation purposes.
3. Operated CCTV systems and digital communication tools for effective surveillance.
4. Conducted traffic control and perimeter checks to minimize risks.
5. Prepared incident reports and shift activity logs to maintain accurate records.
6. Engaged with clients to assess site security needs and improvements.
7. Supervised team scheduling and payroll processing for operational efficiency.

#### Post Commander

Cactus Creek Solutions

Jun / 2020-Jun / 2022

Phoenix, AZ

1. Led a team responsible for securing private properties and facilities.
2. Managed administrative tasks, including timesheet submissions and documentation.
3. Administered disciplinary actions to maintain staff accountability and performance.
4. Delivered exceptional service to clients, visitors, and staff.
5. Maintained all necessary certifications for security personnel.
6. Developed and implemented emergency response plans for various scenarios.

### EDUCATION

#### Bachelor of Science in Criminal Justice

State University

Jun / 2018-Jun / 2020

Santa Monica, CA

Focused on security management and public safety policies.

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### SKILLS

Team Leadership

Data Analysis

Regulatory Compliance

Interpersonal Skills

Emotional Intelligence

Project Management

### INTERESTS

Scuba Diving

E-sports

Reading Fiction

Puzzle Solving

### STRENGTHS

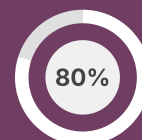
Stewardship

Teamwork

Tenacity

Vision

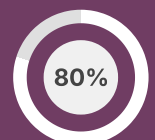
### LANGUAGES



English



French



Japanese

### ACHIEVEMENTS

Implemented a new training program that increased staff performance by 20%.

Successfully reduced incident response time by 30% through improved protocols.