

Robert Smith

Lead Transportation Security Officer

CONTACT DETAILS

1737 Marshville Road,
Alabama
(123)-456-7899
info@qwikresume.com
www.qwikresume.com

PERSONAL STATEMENT

Solutions focused a diligent professional with a comprehensive background in transportation security. Calm demeanor in the face of difficulties; ability to manage multiple projects while working under pressure in fast-paced environments. Highly versatile; adept at quickly mastering new roles and responsibilities. Reputation for integrity, perseverance, and work ethic. Looking to make a long term commitment to a successful career, sharing my attributes and experiences to result in a rewarding partnership.

SKILLS

Microsoft Office, Sales, Customer Service, Security, Bilingual, Documentation, Analytical, Conflict Resolution

WORK EXPERIENCE

Lead Transportation Security Officer

ABC Corporation - August 2005 - February 2014

Responsibilities:

- Performed security screening of persons including monitoring walk-through metal detector screening equipment, hand-wanding, and pat-down searches as required.
- Screened carry-on baggage, passengers personal belongings, and other bags and parcels through x-ray machines to prevent dangerous objects being loaded into either cargo or passenger cabins of outgoing aircraft.
- Controlled entry and exit points to ensure that only authorized personnel is permitted to enter restricted airport areas.
- Communicated effectively with travelers, the general public, co-workers, supervisors, and federal and state law enforcement agencies.
- Gave directions and respond to inquiries providing as much information as possible within the context of a confusing and complex operating environment that includes noise, alarms, people and distractions.
- Responded in a courteous and professional manner to give clear directions, while maintaining focus and awareness on numerous details.
- Assessed and evaluated issues, gathered as much information as possible, and quickly determine the most logical and positive course of action.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference - 1 (Company Name)
Reference - 2 (Company Name)

Junior Transportation Security Officer

ABC Corporation - September 2001 - August 2003

Responsibilities:

- Assisted in overall team planning and organization to ensure smooth operations and maintain safety at all times.
- Worked within the parameters of intelligence provided to officers by TSA and other law enforcement agencies.
- Frequently ensured the confidentiality of complex and sensitive information, gathered and reported data, and constructed situational overview with available intelligence.
- Reported verbally and in written formats to supervisors on a routine basis.
- Received classroom and on-the-job instruction in standard operating procedures and various facets of the work.
- Relayed professional but firm commands to individuals to control

situations, including those that may become heated.

- Took appropriate steps to secure prohibited items and prevent entry to secure areas and aircraft.

Education

B.A. in Government - 2007(California State University - Sacramento, CA)
Diploma - (Christian Brothers High School - Sacramento, CA)
BA PE in PE/Physiology - (University Of Texas Arlington - Arlington, TX)