**CURRICULUM VITAE**

SECURITY GUARD

**SULEIMAN**

**SULEIMAN.208269@2freemail.com**

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| **PERSONAL INFORMATION** Date of birth: 25th September 1988.Language : English (excellent)Visa status: Long term visit visa – (90 days tourist visa) |  P0005274.jpg |

**OBJECTIVE**

An alert and observant security guard who has the ability to ensure that all security matters are well managed and maintained. I have the natural instincts and insight needed to find the best solution to unclear security situations, issues and problems. I can accurately interpret regulations and has the exact combination of knowledge, skills and abilities that many employers are looking for. During a successful career I have provided highly visible deterrence to lawbreakers and made sure that everyone observes all applicable rules. My key skills lie in my ability to carry out special assignments, with minimal supervision and insistence that all security procedures and protocols are properly followed

**EDUCATIONAL EXPIRIENCE**

* National diploma in petroleum engineering.

**PROFESSIONAL TRAININGS**

* Certificate on Basic Fire, Safety and Environmental Protection.
* General HSE trainings, Abuja Nigeria.

**JOB RELATED SKILLS**

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| * Risk Assessments.
 | * Resuscitation Training.
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| * Security conscious
 | * Conflict Resolution.
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| * Good observation skills.
 | * First Aid Certificate.
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**PERSONAL TRAITS**

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| * Proven experience as security guard.
 | * Smart, well groomed and confident.
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| * Having a professional attitude.
 | * Possessing a friendly, approachable personality
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| * Smart and presentable appearance.
 | * Have a full 5 year checkable history.
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| * Willing to work shifts, morning, nights etc.
 | * Can pass a personal identity and credit check.
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**JOB AND THE INDUSTRIAL EXPERIENCE**

ALKAF SECURITY CONSULTANCY JUNE 2009 TO SEPTEMBER 2013.

**SECURITY RESPONSIBILITIES**

* Good observation skills.
* Fully aware of arrest and restraint techniques.
* Aware of health and safety issues.
* Dealing with people politely but in a authoritative manner.
* Possessing a checkable history.
* Computer literate, able to use MS Office and also visitor management systems.
* Capability to monitor information feeds simultaneously from multiple sources.
* Having a professional approach to all routine tasks.
* Experience of monitoring and controlling security equipment.
* Focused on the delivery of customer service.
* Pro-actively ensuring the protection of merchandise, property and assets.
* Creating a safe and comfortable working environment for employees and visitors.
* Patrolling the shopping area for periods of time.
* Directing emergency vehicles and other traffic if a major incident occurs.
* Responding to emergency situations as they arise.
* Accurately reporting all incidents to senior managers.
* Preventing and detecting offences on site.
* Conducting searches of personnel, vehicles and bags etc.
* Producing written reports.
* Ability to communicate effectively at all levels.
* Monitoring and operating CCTV cameras and other recording systems.
* Undertaking investigations into reports of offences.
* Provide escort duties for staff at night.
* Using the correct radio voice procedure.
* Escorting individuals off the premises.
* Liaising with the emergency services, police, ambulance and fire service to resolve issues and maintain security and service.
* Checking and validating business visitor credentials.
* Controlling the entry and exit of vehicles.
* Making sure that no unauthorised personnel enter restricted areas.
* Answering queries from visitors to the shopping centre.