**CURRICULUM VITAE**

Maswari

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**PERSONAL STATEMENT**

I am an experienced security officer looking for an opportunity to move up to a higher passion in a large organization in any field. I am a highly motivated individual with over 5 years of working experience.

 I am physically fit and mentally resilient professional who has the ability to maintain a sense of calm and control in difficult situations. I can assess a situation quickly, and then use appropriate actions to diffuse any tensions and resolve any misunderstandings that may arise. During my long career I have regularly interacted with police officers, interviewed and that makes me competent to my work

**EMPLOYMENT HISTORY**

**Supermarket – Vaivas Supermarket**

**SECURITY GUARD August 2014 - Present**

Responsible for providing a professional, efficient, and approachable security service with associated scanning and reception duties. Also in charge of carrying out internal and external patrols, dealing with all lost and found property, and ensuring that all H&S policies are adhered.

**Duties:**

* Greeting and providing general information to customers and staff.
* Preventing vandalism as well as stock and revenue theft.
* Providing a safe environment for customers, employees and vendors as well as their personal belongings.
* Scanning customers for any unwanted gargets so as to gain entry to the supermarket.
* Investigating and following up all incidents that compromise the safety and security of the supermarket.
* Enforcing the regulations pertaining to the parking of vehicles.

**Absolute security**

**SECURITY OFFICER: June 2011 – may 2014**

**Security officer and cash control**

**Officer in charge**

My areas of expertise were to Patrolling surveillance cameras, personal protection, transporting money and interviewing witnesses.

 Resolving conflict, patrolling premises, surveillance activities and securing premises

Allocating of duties to other officers

**Security skills**

* Guarding institutional, industrial or commercial property against fire, theft, vandalism, and illegal entry.
* Can walk, go up-stairs and stand for long periods of time.
* Answering phone calls in a courteous and professional manner.
* Highly numerate, literate and accurate.
* Dealing with trespassing and demonstrations.
* Ability to act and take constructive steps to solve or settle an issue.

#### Technical Skills

* Outlook
* Word
* Access
* First Aid Qualified

**Memberships**

* Kenya scout Association

**Academic Qualifications**

Moi University - 2010 - 2014 - Business Management (second class honours upper division)

High School – 2006 – 2009 Kenya Certificate of Secondary School

Primary School - 1998 - 2005 Kenya Certificate of Primary Education