**CURRICULUM VITAE**

**KELVIN**



**Email:** **kelowu.369610@2freemail.com**

**Dubai- U.A.E**

**Security Guard**

**Career Objective:**

I am a professional and qualified security Guard with experience on the ground. A diligent and responsible worker, I work well in both static and mobile work modes. It is my hope to secure in-house employment with a well-established and respected security contractor.

**Experience:**

* Worked as a Security Guard at Ahodwo Estate Ghana for 2 years and 5 Months.
* Worked as Security Guard cum Receptionist at Mirdif Mall and Apartments, Dubai, for one year.

**Duties & Responsibilities:**

* Pro-actively ensuring the protection of merchandise, properties and assets.
* Control and monitor Password Access Control of entry and exit of tenants and visitors.
* Directing emergency vehicles and other traffic if a major incident occurs.
* Periodic patrolling inside and outside the mall.
* Responding to emergency alarms and situations as they arise.
* Accurately reporting all incidents to senior managers.
* Preventing and detecting offences on site.
* Producing written reports.

**Competencies:**

* Good observation skills.
* Aware of health and safety issues.
* Dealing with people politely but in a authoritative manner.
* Capability to monitor information feeds simultaneously from multiple sources.
* Having a professional approach to all routine tasks.
* Ability to communicate effectively at all levels.
* Experience of working on major events.

**Personal:**

* Well groomed and confident.
* Having a professional attitude.
* Possessing a friendly, approachable personality.
* Smart and presentable appearance.
* Willing to work shifts, morning, nights etc.

**Personal Data:**

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| --- | --- | --- | --- |
|  | Gender | : | Male |
|  | Date of Birth | : | 06-07-1986 |
|  | Nationality | : | Ghana |
|  | Marital status | : | Single |
|  | Visa Status | : | Resident Visa |
|  | Language | : | English |
|  | DPS | : | Yes |

**Education:**

Bsc ( Psychology) University of Cape Coast, Ghana

**Self Studies without Certificate (Online Studies Only)**

* Cyber Security Fundamentals, Rochester Institute of Technology, USA
* eHealth, University of Twente, Netherlands.

**Declaration:**

I declare that the information given above is correct to the best of my knowledge. I’m looking forward to get an opportunity to work in your esteemed organization.