

**SADIQ**

**Dubai-UAE**

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**OBJECTIVE**

As an experienced security professional, I would like to utilize my experience and years of hard work in implementing new practices and policies to take security measures. I would like to utilize my self-motivated approach in dealing with critical situations. I am looking forward to a challenging and career making position.

**BRIEF**

I have 5+ years of experience in the security sector, Individual results and goal oriented in addition of leadership capabilities, well developed analytical and problem solving. Able to work effectively with Individuals and groups in managing security matters. Verbal and written communication skills, high flexibility, able to change and adapt eager to learn and implement with high esteem, Good communication skills and interpersonal skills.

**STRENGTHS**

* Strong attention to detail
* High level of self-motivation
* Excellent problem solving skills
* Excellent knowledge of guest service
* Handle matters with maturity, tact and discretion
* Strong sense of responsibility with perfect dedication
* Excellent interpersonal , verbal and written communication skill

**EMPLOYMENT HISTORY**

**Experience in Nigeria**

**QASMMAK Global Investment -Nigeria- 2003- 2008**

**Marketing Manager**

**Responsibilities**

* Developed, implemented, monitored and reviewed all marketing strategies for the business on both a regional and national basis.
* Continuously improved the marketing processes within the business through the development of a structured marketing plan, segmentation analysis along with optimising client data to ensure cost effective marketing programmes were delivered.
* Responsible for developing the product strategy for two new web hosting brands and a new website provider brand
* Managed a busy and focused team of more than 10 sales, marketing & product professionals including PR, junior assistants and online marketing specialists.

**VG. SECURITY SERVICES - NIGERIA (Jan 2009 -May 2014)**

**Security supervisor**

**Responsibilities**

* Supervised other regular employees
* Planned, scheduled, organized and directed work; trained personnel and recommended applicants for employment or for discipline or retention
* Taught and enforced safety regulations at the work site
* Established security patrol priorities
* Assisted the assistant manager in identifying high risk areas and initiated actions to reduce risk exposure
* Performed all duties of a security guard
* Reviewed utilization and maintenance of security equipment
* Prepare daily and periodic reports to Hotel officials regarding activities.

**Experience in Dubai**

**June 2014 till Present : GULF FIDELITY SECURITY SERVICES - DUBAI**

**Site Worked : Remraam Community (Dubai)**

**Main Duty : Security Receptionist**

**Responsibilities**

* Reporting to security Manager/supervisor on all activities.
* Keeping custody off all keys for various units within the company establishments.
* Programming records for security staff deployment.
* Record keeping of all incoming guest and visitors.
* Ensuring co-ordination between all departments within the company.
* Locking up premises and making sure those doors, windows and gates are secured.
* Completing fire alarm and health and safety checks.
* Monitoring and authorizing entrance and departure of employees & visitors.
* Dealing with emergencies as they arise.
* Answering telephone calls and providing information during non-business hours.
* Reporting any incidents of concern to the store managers.

**EDUCATION**

* National Youth Service Corps Certificate 2009 (Nigeria)
* Higher National Diploma in Accounting 2007 (Nigeria)
* Ordinary National Diploma in Accounting 2002 (Nigeria)
* Senior School Certificate 2008 (Nigeria)
* Primary School Certificate 1992 (Nigeria)

**ADDITIONAL CERTIFICATE**

* Security Personnel 2014 (DPS, DUBAI)

**Driving Experience with NIGERIA DRIVING LICENSE**

**LANGUAGE**

* Fluent in : English ( Written and Spoken)

**HOBBIES**

* Marketing, Learning and traveling.

**PERSONAL PROFILES**

**Name : SADIQ**

* **Date of Birth : 12th Sept 1985**
* **Marital Status : Married**
* **Nationality : Nigerian**
* **Sex : Male**
* **Visa Status : Resident**

**Conclusion & Declaration**

**I hereby declare that the above-furnished information are true and correct to the best of my knowledge and belief.**

**SADIQ**