

CURRICULUM VITAE

Name: HABIB-I
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CAREER OBJECTIVE

Aspire to obtain a challenging position in a highly professional and investigative environment to grow and contribute towards organizational goals by undertaking my professional operation, technical knowledge and practical experience in the Middle East

CAREER SUMMARY

A competent and energetic, hands on, security professional responsible to handle security technical operations in all areas and look after the Hospitality Group existing and coming projects to comply with SIRA Law 24 (2008) able to provide technical support in all areas, Dynamic and diplomatic personality, multicultural knowledge, operates a strict code of reliability, honesty and commitment to the position.

PERSONAL SKILLS

- Ability to work skillfully in any kind of challenging situation or conditions.
- Knowledgeable in technical matters and SIRA Law and requirements
- Expert to work on varied kinds of platforms and skilled in handling difficult situations.
- Smart, well groomed, confident and having a professional attitude.
- Possess motivating and exceptional leadership skills and proper time-management.
- Advance analytical and technical skills in security systems .
- Extensive knowledge of Dubai SIRA Law Regulation, Law 24 ,2008
- Proficient in CCTV System Specification, Licenses Networking and Electronic Security background .
- A command on Systems equipment's and installation of Security materials .
- Capable of maintaining better and healthy relationship with managements colleagues.
- Having strong personality in terms of communications and teamwork with the Team and Management.

PROFESSIONAL EXPERIENCE

January 2012 – 8th July 2018
Security Manager, Technical and advisory
Emaar Security Group

I joined in Emaar as security Supervisor, Where I developed my skills and experience in Technical aspects, and promoted in 2014 as Assistant Security Manager in charge of Technical and advisory, then promoted to Security Manager in 2016. Looking after Technical and advisory for Emaar Hospitality Group existing and coming projects to comply with SIRA requirements and Law 24 (2008).

Duties & Responsibilities:

- Conducting third party inspection with SIRA Auditors to comply SIRA Law
- Recommendation for Trade License renewal process.

- Applying SIRA extension letter with coordination from SIRA officials as per the CCTV Project timeline.
 - Conducting CCTV System inspection with in EMAAR Hospitality Group entities to follow the corporate guidelines and meet the entire regulatory requirement comply with state law and avoid any type of penalties and violations.
 - Provide training support related to security system for newly joined colleagues within EMAAR Hospitality Group.
 - Oversees all the daily activities of Security System related matters and to follow up with system integrator for rectification.
 - Managing on CCTV & Security system within all properties owned by EMAAR Hospitality Group inside or outside UAE. Comply with state law.
 - Preparing all necessary technical reports, Data sheets, Projects Statutes, Recommendation and maintenance report, keep records, and incident report and maintaining proper filing system.
 - Weekly basis visits to all hotels Control room to check the system performance.
 - Make co-ordination with system auditor about the inspection report and update to the management.
 - Maintain all hotels technical report by weekly basis.
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1st August 2010 – April 2011

JUMEIRAH GROUP (A MEMBER OF DUBAI HOLDING)

Worked as an Assistant Team Leader as well as "CCTV control room Operator" at Emirates Towers (Jumeirah Group) in hotel & office tower. Operating CCTV, (PTZ & Fixed Cameras) Fire Alarm, I com & Tetra Radio, Lift operating System, vehicle tracking VNPRS (Vehicle Number Plate Recognized System) by "Talon Software".

Duties & Responsibilities:

- Monitor of fire alarm system, CCTV, & VNPRS System.
 - Handle all incoming information etc with confidentiality and forward to the concerned person.
 - Report all hotel property deficiencies and safety or security hazards.
 - Be familiar with location of fire alarms and firefighting equipment.
 - Maintain a surveillance of those areas that are frequented by guests and all work areas.
 - Ensure checks are conducted on fire panel, fire hose reel outlets and fire barriers and all other safety equipment and ensure that all are in good working order.
 - Ensure hotel alarm system is in good working order.
 - Document accidents or any incident occurring in a log book.
 - Monitor the different areas of the hotel on the CCTV, noting any suspicious actions.
 - Communicate with all the sites and providing for required information for daily Operations through TETRA.
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2007 Dec – 27 July 2010:

DUBAI PROPERTIES GROUP (A MEMBER OF DUBAI HOLDING)

Worked as a Senior Security Officer as well as CCTV Operator in (Central Control Room) and in charge of all Sector Control Rooms in Jumeirah Beach Residence managed by Dubai Properties Group, (CCTV, ACCESS CONTROL, APARTMENT INTERCOM, SECURITY INTERCOM, FIRE ALARM, installed by Honeywell)

Duties & Responsibilities:

- Assist **Dubai Police** to investigate the important eventualities and submit solid proof like CCTV footages from the CCTV Monitoring System as and when required.
- Trouble Shooting of CCTV.
- Checking of DVR recording in daily basis weekly & monthly before the system delete it.
- Do back up of CCTV recording to CD or DVD also do play back if there is something suspicious or unusual in the recording.
- Monitoring of fire detector and alarm system.
- Maintain access control both personnel and materials.
- Communicate with all the sites and providing for required information for daily Operations through TETRA & I Com radio.
- During CCTV monitoring, co-ordinate with the Security Operational Team as well as Technical Group.
- Maintain all log books of the control room.

2005 MAY - Nov 2007:

GROUP 4 SECURICOR UAE

- Worked as security officer in Khalidiyah Sheraton Hotel. Abu Dhabi, UAE.
- Worked as a Site In-charge in SH. Zayed University. Abu Dhabi, UAE.
- Worked as shift supervisor in SHUWEIHAT O & M LTD PARTNERSHIP ADWEA, Abu Dhabi, UAE

1996 Feb – 2004 Mar:

- Worked as a S.V.S (**Short Volunteer Services**) in Pakistan Army as a NCO. (**Pakistan Army Air Defense**) for 8 years

LANGUAGES

- English
- Arabic
- Urdu

PROFESSIONAL CERTIFICATION, TRAINING, ACHIEVEMENTS

- **CCTV Technician** Course from Dubai Police Academy 2013
- **Pelco Security System operation & Information course** From Zahra Technology.
- Emergency Response Plan Course from **Dubai Properties** (A Member of Dubai Holding)
- UP Your Service Course from **Dubai Properties** BY Ron Kaufman
- CCTV and Access Control Programming at Jumeirah Beach Residence sponsored by Dubai Properties, Conducted by **Honeywell** UAE.
- Basic Security training, basic firefighting and basic safety course from **group 4 Securicor** U.A.E.
- Basic firefighting course from **SHUWEIHAT O & M LTD** Partnership (ADWEA) Abu Dhabi.
- Security Standard operating procedure from **SHUWEIHAT O & M LTD** Partnership (ADWEA) Abu Dhabi.
- Department of Protective System (DPS) training from **Dubai Police Academy**
- **First Aid (CPR+AED)** training held by AHA (American Heart Association) from Harvard University at Jumeirah Emirates Tower Sponsored by Jumeirah Group.
- **Business_conducts and Ethics'** training done at Jumeirah Emirates tower Sponsored by Jumeirah Group

- **Jumeirah Emirates Tower (Jumeirah Group) Awarded "Colleague of the Month-Best Newcomer Award for October 2010.**
- **Dubai Properties Group Awarded Best Employee Award (DPG STAR) for the Month of June -2009, (Assisting Dubai Police in revealing a criminal case)**

COMPUTER SKILLS

- Microsoft Office, Outlook, Opera.

EDUCATION

- S.S.C : Karachi Board
- H.S.S.C :Karachi intermediate board
- Electrical Diploma, Technical Institute Government of KPK- Pakistan

PERSONAL INFORMATION

Date of Birth: 30th April 1975

Marital status: Married

Nationality: Pakistani

Hobbies: Football, Cricket

Driving License – LMV / Issued from Dubai -UAE

Character References to be furnished upon request.

I hereby confirm that the above information is true and correct according to the best of my knowledge.