                                                        **CURRICULUM VITAE**

**Simon**

**VisaStatus:visit visa**

**E-Mail:** **simon.383134@2freemail.com**

**Dubai U.A.E**

**Nationality: Kenyan.**

**OBJECTIVES**

Application for **Security Guard position** where in my skills and experience can contribute towards effective service and management in prestigious hotel industries.

**CORE COMPETANCE**

• Maintaining professional appearance with a positive attitude, adaptable and flexible.

• Great attention for detail working well under pressure in a fast-paced environment.

• Following staff conduct policies and time management guidelines.

• Able to multi-task for the benefit of quality services.

• Able to work efficiently and independently with minimal supervision.

 **EDUCATION QUALIFICATION**

2010-2013 Certificate of Secondary Education

2014:  Certificate in: Information Technology Computer College Nairobi

2015May to 2017Feb: Training Certificate from **Kenya National Youth Service**

**COURSES Achieved**

Emergency Aid Course

 National Youth Service Paramilitary Training

National Disaster Management

Cetificate in security industry regulatory agency(SIRA

                                                 **EXPERIENCE**

**2017Nov to 2018March - Nairobi Ambassador Hotel** positions held **Security Personnel** **Core work objectives**

* Monitoring and being vigilant all times, to providing Safety & Security concern within the premises in order minimize losses or damages.
* Taking responsibilities in participating fully in the daily operations of the security of hotel project]
* Ensuring that all matters are treated efficiently, courteously and professionally at all the times by following hotel standards and adhering to guidelines and procedures
* Patrolling industrial, preventing and detecting signs of intrusion and ensure security of doors, windows, and gates.
* Writing reports of daily activities and irregularities, such as equipment or property damage, theft, presence of unauthorized persons, or unusual occurrences.
* Warning persons of rule infractions or violations, and apprehend or evict violators from premises, using force when necessary.
* Preparing and adjusting weekly work schedules in accordance with staffing guidelines and labor forecasts.
* Inspecting, planning and ensuring that all materials and equipment are in complete readiness for service; rectify deficiencies with respective personnel.

**2017Feb-2017 Nov 2017 Giraffe Ark Hotel Position held Security Guard Core work activities**

• Writing reports of daily activities and irregularities, such as equipment or property damage, theft, presence of unauthorized persons, or unusual occurrences.

• Warning persons of rule infractions or violations, and apprehend or evict violators from premises, using force when necessary.

• Monitoring and being vigilant all times, to providing Safety & Security concern within the premises in order minimize losses or damages.

• Taking responsibilities in participating fully in the daily operations of the security of hotel project]

• Ensuring that all matters are treated efficiently, courteously and professionally at all the times by following hotel standards and adhering to guidelines and procedures

• Patrolling industrial, preventing and detecting signs of intrusion and ensure security of doors, windows, and gates.

• Having the ability to respond properly in any hotel emergency or safety situations

• Carrying out regular patrols in a dedicated and thorough fashion.

• Conducting in a manner so as to always portray the highest ethical and behavioral standards and to protect and defend the business’ reputation in the eyes of the authorities, the public, owners, management, guests, tenants and internal guests.

REFRENCES AVAILABLE UPON REQUEST