|  |  |
| --- | --- |
| **Chigozie**  ***Security Guard Professional***  **E-mail:** [chigozie.374164@2freemail.com](mailto:chigozie.374164@2freemail.com) | C:\Users\cvwriter\Desktop\Untitled.jpg |

**PROFILE SYNOPSIS**

|  |
| --- |
|  |

Highly Competent, Dynamic and well-trained Security Guard Officer equipped with 15+ years experience within a diversified industry in UAE and Nigeria. Acquired broad experience encompassing, Security Officer Management with success record in developing-implementing security policies & procedures, delivering expert advice on security information & instruction, preparing security reports, executing site security-related activities and guiding-training-motivating security professionals; Hands-on proficiency in various security systems and controls; establish the ability to maintain focus and awareness within a stressful environment. Highly efficient, trustworthy and dedicated team player with outstanding analytical, communication, interpersonal, coordination, organizing, problem-solving, decision-making and time management skills; Seeks a challenging work profile and allow career advancement where gained experience, skills and expertise can be utilized.

|  |  |
| --- | --- |
| **Strengths** | |
| * Gained 15+ years experience within diversified industry * Adhere to Safety Policies & Compliance Management * Capabilities to work independently without supervision * Excellent Communication and Interpersonal Skills | * Expertise in Security Management & Securing Premises * Problem-solving and Conflict Resolution skills * Certification in Firefighting and First Aid Training * Flexible – Friendly – Vibrant Personality |

|  |
| --- |
| **EDUCATION/TRAINING** |

**Diploma in Teology –** *Mountain of Desting Fulfillment College, Nigeria* **2013**

**Senior Secondary School Certificate (SSCE) –** *Okunanu Boys Secondary School, Nigeria* **1995 – 2011**

|  |
| --- |
|  |

**Certifications:**

* Certificate in First Aid Training Course – HABC Level 2 International Award in Emergency First Aid at work (SIRA), Dubai, 2017.
* Certificate in Fire fighting Training Course – Safer fire safety consultancy (SIRA), Dubai 2017.
* Certificate in International Award for Security Personal – Security Industry Regulatory Agency (SIRA), Dubai, 2017

|  |
| --- |
| **CAREER SNAPSHOT** |

**General Helper –** *Al Jazeera Al Hamrah Building Construction Est. L.L.C. Ras Al Khaimah* **Dec 2015 – Present**

**Security Guard –** *Goldfield, Ghana Ltd., Ghana* **2008 – 2011**

**Security Guard –** *Eko Hotel & Suites, Lagos, Nigeria* **2002 – 2007**

|  |
| --- |
| **AREAS OF EXPERTISE** |

**Security Guard**

* Greet, screen, and direct all visitors to company property following established procedures. Patrol Company property, identifying and reporting safety and security hazards.
* Secure and/or unsecured (key assistance) properties as directed. Respond to medical, fire, security, and other safety- related emergencies as trained.
* Warn violators of rule infractions, such as loitering, smoking or carrying forbidden articles. Permit authorized persons to enter property and monitors entrances and exits.
* Issue temporary I.D. badges, bulk laundry, keys and lockers. Perform other duties as assigned by the Security Manager
* Observe departing personnel to protect against theft of company property and ensure that authorized removal of property is conducted within appropriate client requirements.
* Investigate and prepare reports on accidents, incidents, and suspicious activities.
* Write comprehensive reports to assist Investigations department. Provide security presence at special events, including private screenings, parties, etc.
* Assist in the placement and removal of barricades and posts and the opening and closing of gates for the direction of pedestrian and vehicular traffic.
* Perform security equipment and technology functions and report problems. Provide assistance to customers, employees, and visitors in a courteous and professional manner.

|  |
| --- |
| **PROVEN JOB ROLE** |

**General Helper –** *Al Jazeera Al Hamrah Building Construction Est. L.L.C. Ras Al Khaimah*

* Ability to operate a variety of hand tool. Effectively maintain working area and equipment in clean, safe and operable conditions. Performed manual labor tasks and other duties as assigned by the Facilities and Maintenance Manager.
* **Packing products**: Ensure products have correct code dates and are of good quality.
* Ensured that each the job was effectively done according to company policies and procedure. Safely clean up any remaining debris and excess waste from the work site.
* Worked with other co-workers satisfactorily to ensure job was completed by deadlines. Examined products to verify conformance to quality standards. Lifted wrong materials, finished products, and packed items, manually or using hoists.
* Transferred finished products, raw materials, tools, or equipment between storage and work areas of plants and warehouses, by hand or using hand trucks or powered lift trucks.
* Washed work areas, machines, equipment, vehicles, or products. Performed various tasks as needed.

**Security Guard –** *Goldfield, Ghana Ltd., Ghana*

* Carried out perimeter checks. Assess the security needs of an emergency situation and then acting accordingly.
* Enforced rules and regulations. Maintaining confidentiality of all security related matters.
* Restrained people who are causing a disturbance. Verifying identification to insure only authorized persons are permitted on the premises.
* Answered queries from members of the public. Protect property from theft, vandalism, or accidental damage.
* Checked fire-fighting equipment on a regular basis. Worked with confidential information.
* Monitored and setting building and equipment controls. Complete tasks in a timely manner.
* Watched out for criminal acts or rule infractions. Answer the switchboard after hours.

**Security Guard –** *Eko Hotel & Suites, Lagos, Nigeria*

* Secured premises and personnel by patrolling property; monitoring surveillance equipment; inspecting buildings, equipment, and access points; permitting entry.
* Obtained help by sounding alarms. Prevents losses and damage by reporting irregularities; informing violators of policy and procedures; restraining trespassers.
* Effectively maintain environment by monitoring and setting building and equipment controls.
* Completed reports of recording observations, information, occurrences, and surveillance activities, interviewing witnesses, obtaining signatures. Maintains environment for monitoring and setting building and equipment controls.
* Maintained organization's stability and reputation by complying with legal requirements.
* Ensured operation of equipment by completing preventive maintenance requirements, following manufacturer's instructions, troubleshooting malfunctions, calling for repairs, evaluating new equipment and techniques.
* Contributed to team effort by accomplishing related results as needed.

|  |
| --- |
| **I.T PROFICIENCY** |

* Proficient in MS Office application (Word, Excel, PowerPoint, Email application & Internet).

|  |
| --- |
| **PERSONAL DETAILS** |

Nationality : Nigerian

Date of Birth : 10th Oct 1986

Marital Status : Married

Visa Status : Employment Visa

Languages : English

Reference : Available Upon Request