

Anthony Brown

Security Guard Resume

AREAS OF EXPERTISE

Emergency procedures

Customer service

Building evacuations

Public interaction

Report writing

Parking enforcement

Security escorts

Crowd control

PROFESSIONAL

Fire Safety Certificate

Advanced First Aid

French Speaker

PERSONAL SKILLS

Service orientated

Responsiveness

Leadership skills

Professional judgement

PERSONAL DETAILS

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PERSONAL SUMMARY

A highly experienced Security Guard who is committed to complying to the highest work place standards in terms of attendance, health and safety, and conduct towards the public. Anthony is more than able to respond effectively to medical situations, and fire emergencies, as well as bomb threats. He has a comprehensive working knowledge of all Security Guard orders and duties, and is physically fit enough to be able to walk around for long periods, stoop, kneel, crouch, push, pull and grasp things. In his previous role he was regularly exposed to hot and cold weather conditions, smoke, loud noise, and bright lights. Right now he wants to join an ambitious company that is looking to recruit a Security Guard who has the bags of enthusiasm & motivation needed to ensure the highest levels of safety and security.

CAREER HISTORY

Office Building - Birmingham

SECURITY GUARD Jul 2011- Present

Responsible for impeding criminal activity and ensuring the safety of the company, its employees and assets. Also involved in interacting with a variety of persons including clients, visitors and the general public.

Duties:

- Providing assistance and guidance to managers, visitors and general staff.
- Contacting the police, authorities and other emergency services when necessary.
- Checking badges of employees and visitors, and verifying authorization of visitors to enter the facility.
- Responding to emergencies.
- Reporting all incidents, accidents or medical emergencies.
- Monitoring and patrolling business areas on a consistent basis.
- Performing any light maintenance work that may be required.

Hospitality Company – West Midlands

EVENTS ASSISTANT Aug 2009 – Jul 2011

Government Office – West Bromwich

OFFICE ASSISTANT Jun 2008 – Aug 2009

KEY SKILLS AND COMPETENCIES

Security

- Violation and hazard detection.
- Dealing with the exclusion of prohibited articles and/or contraband.
- Ensuring the effective control and maintenance of keys and security equipment.
- Conduct individual bag or property searches.

ACADEMIC QUALIFICATIONS

Birmingham North University 2005 - 2008

Business Administration BA (Hons)

Birmingham South College 2003 - 2005

A Levels: Maths (B) English (A) Physic (C) Geography (A)

REFERENCES – Available on request.



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