

# Maxine Curry

## Security Guard

### AREAS OF EXPERTISE

*Investigating disturbances*

*Patrolling*

*Taking to people*

*Crowd control*

*Escorting visitors*

*Monitoring CCTV*

### PROFESSIONAL

*Full SAI badge*

*First Aid*

### PERSONAL SKILLS

*Passionate*

*Forward thinking*

*Focused*

*Hard working*

### CONTACT

*Maxine Curry  
Dayjob Ltd  
The Big Peg  
Birmingham  
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*Driving license: Yes  
Nationality: British*

### PERSONAL SUMMARY

Maxine will always carry out her security related duties whilst maintaining high standards and a professional corporate image. She has extensive experience of operating CCTV security systems, property management, guard dog patrols, key holding services and responding to alarm system activations. As a true professional she is always of smart appearance and has excellent communication and customer service skills. She will always act calmly and with composure in difficult situations and is fully acquainted with all emergency procedures.

### WORK EXPERIENCE

#### *Company name – Location*

SECURITY GUARD Jun 2013 – Present

Responsible for performing all security related duties as assigned on a daily basis by the Security Supervisor.

#### *Duties:*

- Administering first aid to members of the public who have been injured.
- Responding to staff calls for assistance
- Keeping an eye out for signs of crime or disorder.
- Monitoring and responding to CCTV, intruder detection and fire alarm systems.
- Conducting regular patrols of both the interior and exterior of properties.
- Making accurate administrative records of any security related incidents.
- Enforcing safety regulations on the work site.
- Occasionally liaising with the police and other emergency services.
- Issuing parking enforcement tickets as required.
- Reporting all incidents to senior managers.
- Taking immediate action in the event of a major incident.

*Company name - Location* JOB TITLE Dates (i.e. Aug 2011 – Jun 2013)

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### KEY SKILLS AND COMPETENCIES

- Can work in a busy control room, controlling security resources.
- Excellent time keeping skills and great track record with punctuality.
- Fluent English speaker who is able to communicate confidently and effectively.
- Always well dressed and very smart in appearance.
- Maintaining good working relationships with law enforcement agencies.
- Can supervise, control and direct traffic at events.
- Ability to interact with a diverse population.

### ACADEMIC QUALIFICATIONS

*Nuneaton University* **2008 - 2011**  
BSc (Hons) Sales Management

*Coventry Central College* **2005 - 2008**  
A levels:  
Maths (A) English (B) Technology (B) Science (C)

**REFERENCES** – Available on request.



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