

ADEYEMI AZEEZ ADEPOJU

SECURITY GUARD

AREAS OF EXPERTISE

Emergency procedures
Customer service
Public interaction
Report writing
Parking enforcement
Security escorts
Crowd control
Control procedures
Safety practices
CCTV
Parking rules
Crime prevention
Complaint handling
Access control
Controlling traffic
Checking ID's
Searching people
Building evacuations

CAREER STATEMENT

"I feel that my greatest strengths are firstly my willingness to take responsibility for all the security duties within my jurisdiction. Secondly my ability to quickly understand a member of the public's needs, and thirdly my positive attitude to dealing with any problems that I may come across."

Adeyemi Azeez Adepoju

PERSONAL SKILLS

Creative thinker
Excellent Communicator
Problem Solving
Team Player
Energetic
Enthusiasm
Integrity
Analytical

LANGUAGES

Nigerian
English

PERSONAL DETAILS

+2347038650450
poju_love@yahoo.com

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. I am more than able to respond effectively to medical situations, and fire emergencies, as well as bomb threats. I have a comprehensive working knowledge of all Security Guard orders and duties, and am physically fit enough to be able to walk around for long periods, stoop, kneel, crouch, push, pull and grasp things. In his previous role I was regularly exposed to hot and cold weather conditions, smoke, loud noise, and bright lights.

Keen to find a challenging position with a successful and ambitious company that offers opportunities for career development and advancement.

WORK EXPERIENCE

GARRANTY TRUST BANK

SECURITY GUARD - 2007 - 2011

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.

- Providing assistance and guidance to managers, visitors and general staff.
- 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.
- Warning violators of rule infractions, such as loitering, smoking.
- Contacting the police, authorities and other emergency services when necessary.

KEY SKILLS AND COMPETENCIES

- Dealing with the exclusion of prohibited articles and/or contraband.
- Can work outdoors in adverse weather conditions.
- Mediating in conflict situations.
- Violation and hazard detection.
- Warning people in a professional manner of rule infractions or violations.
- Dealing with unruly people in a diplomatic way.
- Following emergency procedures.
- Customer relationship management.
- Dealing with demanding people.
- Able to understand written and verbal orders.
- Superb Excel and Microsoft Office skills.
- Ability to multi task with strong attention to detail.
- Strictly following procedures.
- Identifying critical issues quickly and accurately.
- Sharp attention to detail.
- Detail-oriented with strong organizational and follow up skills.
- No criminal convictions.
- Dealing with health and safety issues.
- Complying with legal requirements.
- Watching a bank of TV monitors looking for suspicious activity.
- Performing security patrols of designated areas on foot or in a vehicle.

ACADEMIC QUALIFICATIONS

ORDINARY NATIONAL DIPLOMA

2011

REFERENCES - Available upon request.