CV - Security Officer

# John Doe

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## Professional Summary

Professional and vigilant Security Officer with over 5 years of experience in retail and corporate environments. Proven ability to monitor and secure premises, manage access control, and respond to incidents effectively. Seeking to leverage my skills in a challenging security position at a reputable company.

## Key Skills

- Surveillance and Monitoring  
- Access Control  
- Incident Response and Reporting  
- Risk Assessment and Management  
- Conflict Resolution and De-escalation  
- Excellent Communication Skills  
- First Aid & CPR Certified

## Work Experience

### Security Officer | XYZ Retail Store, London | Jan 2020 – Present

* Monitored CCTV footage to prevent theft and ensure the safety of customers and staff.
* Conducted routine patrols of the premises to identify and address security risks.
* Responded to incidents swiftly, coordinating with local law enforcement when necessary.
* Managed access control systems, ensuring only authorized personnel entered secure areas.

### Security Guard | ABC Corporate Offices, London | Jun 2017 – Dec 2019

* Provided front desk security services, including visitor management and access control.
* Conducted regular risk assessments and implemented enhanced security measures.
* Assisted in emergency evacuations and conducted routine fire drills.

## Education and Certifications

Level 2 Certificate in Door Supervision | London Security College | 2019

SIA License (Security Industry Authority) | Issued 2018

GCSEs | London High School | 2012

Level 3 Award in First Aid at Work | 2017

## References

References available upon request.