

# SAM SMITH

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## SECURITY SUPERVISOR WITH 20+ YEARS OF INDUSTRY EXPERIENCE

Security Training & Consulting/Tactical & Strategic Planning/Crisis Response & Management

### PROFESSIONAL PROFILE

A detailed and solutions-driven Security Professional with advanced training, extensive experience, and a demonstrated track record of success working with diverse client populations in a variety of environments. Effective communicator and decisive leader with inherent ability to manage all types of personalities, diffuse stressful situations, proactively resolve issues, and react appropriately in crisis situations. A team player and builder consistently recognized for capacity to exercise courtesy, firmness, and fairness, build and maintain solid relationships with co-workers, and interact effectively with all levels of support staff and management including local, state, and federal agencies. Strong interpersonal, organizational, analytical, and problem-solving skills. Excellent written, oral, and technical aptitude. Active Secret Security Clearance.

### CORE COMPETENCIES

- *Security Operations*
- *Crisis Response/Management*
- *Criminal Investigation*
- *Project Planning/Management*
- *Tactical/Strategic Planning*
- *Public Safety/Protection*
- *Sensitive Document Control*
- *Computer/Network Security*
- *Personnel Supervision/Training*
- *Operational Risk Management*
- *Research/Investigation/Analysis*
- *Customer Service & Operations*

### CERTIFICATIONS

- Certified Protection Officer (CPO) In Progress; Expected Completion: June 2012
- Ohio Peace Officer Training Certification (156 Hours Police Training) - Cambridge Technical Institute, Middletown, OH
- Network Specialist Certification • Tech+ Certified • Southeastern Institute of Computer Technology, Murfreesboro, TN

### SPECIALIZED TRAINING

- Criminal Investigation • Defense Security Service • Industrial Security • Information Assurance Security Officer
- Information Security Emergency Planning • OPSEC Awareness • Personnel Security • Physical Security Measures
- Risk Management • Security Management

### PROFESSIONAL EXPERIENCE

**ABC Company** Any Town, USA Apr. 2008 - Sept. 2011

#### *Senior Security Representative*

Developed and executed procedures for guarding internal security data to meet the standards and regulatory requirements specified by government contracts for the top United States construction contractor.

- Scrutinized security operations of the contracted jobsites and office areas; performed vulnerability assessments and implemented processes to uphold workplace safety at all times.
- Processed criminal background checks and National Agency Checks (NACs) on all personnel providing project service.
- Created a database to track background checks and access results in a timely manner.
- Conducted security surveys and audits to ensure compliance with security programs.
- Maintained up-to-date knowledge of the National Industrial Security Program (NISP).

#### *Selected Accomplishments:*

- Recipient, Extra Mile Award for extra effort and success during the BGCAPP tour for Kentucky Congressional delegation, staff and dignitaries as recognized by the Special Assistant to the Secretary of Defense.
- Decreased background check timeline by 55%, from fourteen (14) days to just over five (5) days.
- Streamlined NAC process; created a database to decrease processing time from sixty-nine (69) to thirty (30) days to receive a NAC.

**ABC Company** Any Town, USA Mar. 1992 - Jan 2007

#### *Site Security Supervisor*

Supervised managing teams of tactical security enforcement officers working labor unrest issues for top global corporations nationwide.

- Directed teams of up to 100 personnel; provided strategic and tactical leadership in dangerous and high-risk situations.

**PROFESSIONAL EXPERIENCE (CONTINUED)**

- Spearheaded personnel training, organizational development, resourcing, and people planning for 100 employees; processed employee payroll, managed weekly expenses, administered security surveys, and provided professional counseling sessions.
- Prepared and presented crisis management plans to train security personnel on critical emergency procedures.
- Provided immediate response to emergency incidents and security requests; collected evidence and provided written and video documentation.
- Served as contingency planning and operational consultants before and during mission assignments; supervised pre-strike set-up, security logistics, and plant closures.
- Controlled a high volume of inventory; maintained accountability for all security related equipment with zero loss.

**Selected Accomplishments:**

- Promoted two (2) times during company tenure; from Tactical Security Officer to Shift Leader Supervisor, and from Shift Leader Supervisor to Site Commander/Supervisor in charge of site and contingency plan development.
- Selected as part of the Core Supervisory Team during the last four (4) years of employment; received additional pay on a retainer.
- Received numerous letters of recommendations from clients.
- Proven track record in outstanding communication, customer service, ethics, compliance, leadership, and personal performance.

**GOVERNMENT CONTRACTOR EXPERIENCE****ABC Company****Any Town, USA****Jan. 2007 - Oct. 2007***Defense Contractor*

- Provided armed security enforcement at ABC Dam for four (4) months; scrutinized security operations, evaluated information to increase performance, and created plans to address security gaps.
- Conducted vehicular and foot patrols; provided I.D. checks, alerted local authorities to suspicious persons and detained persons for questioning.
- Worked in tandem with local police, paramedics, fire agencies, and media during general emergency management exercises and real-life events.
- Guarded multiple magazines of high explosives.
- Provided professional IT support as a Help Desk Technician at the ABC Army Depot for six (6) months; analyzed computer problems, cleaned viruses, provided emergency support for software and hardware issues, resolved connectivity issues, and installed and configured new computers.
- Maintained expertise in Windows OS including ghost and pre-imaging laptops and PC's with Windows OS.
- Extensive experience installing, maintaining, configuring and troubleshooting Windows XP.

**Selected Accomplishments:**

- Awarded Security Officer of the Quarter, March 2007.

**PROFESSIONAL AFFILIATIONS**

- ASIS International

**TECHNICAL ADDENDUM**

- Microsoft Office Suite (Excel, Word, PowerPoint, Outlook) ▪ Hardware and Software Setup
- Technology and Planning ▪ System Building ▪ Operating System Setup ▪ Component Features and Installation

*References Furnished Upon Request*