**SECURITY GUARD RESUME SAMPLE**

1290 Oxford Lane, Harrison, AR 72601

(870) 366-9098

henry.hernandez@gmail.com

*Professional Security Officer with 7+ years of experience in corporate security. Eager to apply my strong observation and communication skills to increase the safeguarding of Maclin Medical Center.*

**PROFESSIONAL EXPERIENCE**

**CARTER-WILLIAMS HOSPITAL Springdale, AR**

*Head Security Officer January 2010 – Present*

* Monitor 400+ room hospital premises to detect and prevent signs of potential threats and ensure security of doors and windows
* Inspect and adjust security systems, equipment, or machinery to ensure operational use and to detect evidence of tampering
* Train all new security personnel on hospital security standard operating procedures
* Maintain daily logs of irregularities such as equipment or property damage, theft, presence of unauthorized persons, or unusual occurrences
* Manage security team scheduling leading to average annual payroll savings of $4,000 from previous Head Officer’s program

**PALIN MALL North Little Rock, AR**

*Security Guard September 2007 – December 2009*

* Opened common area to the public in the morning and greeted customers and employees
* Informed and warned patrons of rule infractions, such as smoking and loitering
* Called police or fire departments in cases of emergency, such as fire or presence of suspicious persons
* Operated over 60 surveillance cameras to monitor interior and exterior public areas

**EDUCATION**

**EASTBROOK UNIVERSITY** **Little Rock, AR**

*B.S. in Criminal Justice, June 2007*

* GPA 3.6/4.0
* Vice president of the Criminal Justice Club

**ADDITIONAL SKILLS**

* Fluent in both English and Spanish
* Physically adept, holding a Brazilian Jiu-jitsu black belt

**CERTIFICATIONS & LICENSES**

* Arkansas Armed Security Guard License: 2007 – Present
* Arkansas State Driver’s License: 2002 – Present
* CPR certification, American Red Cross: 2007 - Present