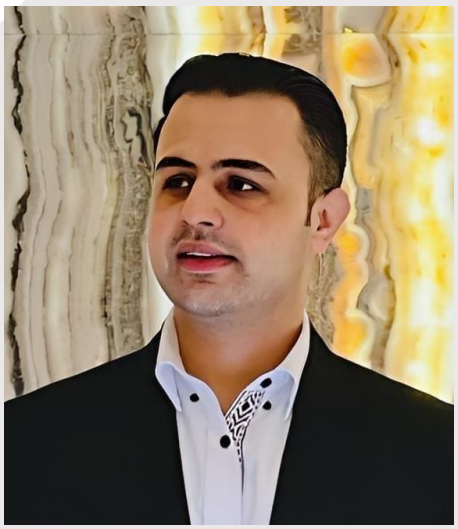

CAREER OBJECTIVE:

I believe in hard work, honesty, and teamwork spirit. Give me a chance I am in full confidence of proving my ability and worth with my Qualification and skills.

CONTACT

PHONE:
+971568342730

EMAIL:
Hassansanny698@gmail.com

TRAINING:

Security basic course (DPS).
CCTV Training course from (SIRA)
Security Supervisor Training (SIRA)
Security Manger Training (SIRA)
SIRA member (SPA)
Computer course in software.
First Aid
Fire Fighting.
Typsy - Online Hospitality Training (International)

ACHIEVEMENTS:

Security Professionalism & Excellence Award 2024 Award winner.

HASSAN AFZAL

Security Manager

WORK EXPERIENCE

JUMEIRA ROTANA HOTEL (4*)

As a Security Manger/Duty Manager from 07 July 2023 till date.

Security Manger Responsibilities:

- Develop and implement security policies, protocols and procedures.
- Control budgets for security operations and monitor expenses.
- Recruit, train and supervise security officers and guards.
- Attend meetings with other managers to determine operational needs.
- Plan and coordinate security operations for specific events.
- Coordinate staff when responding to emergencies and alarms.
- Review reports on incidents and breaches.
- Investigate and resolve issues.
- Create reports for management on security status.
- Analyze data to form proposals for improvements (implementation of new technology).

Duty Manger Responsibilities:

- Keep track of monthly, quarterly and yearly goals.
- Work with management to assess and improve processes and policies.
- Monitor and report on revenue and cash flow.
- Uphold and enforce company policies.
- Train new hires.
- Address employee complaints or performance issues as needed.

EDUCATION

Bachelor's In Arts B.A
Punjab University
Year 2014

SKILLS

•Ability to work under pressure.
•Dedicated, hardworking and good team member.
•Highly creative and innovative.
•Excellent communication skills.
•Work with loyalty and honesty for the organization.
•Maintain the discipline and the moral characteristics.
•Telephone manners as attending phone calls and responding.
•Have great authority and command in internet use.
•Excellent Command in Microsoft Office while using documentation Animations and access control.
•Full Access in computer Hardware and Software (Microsoft word, excel, outlook and power point).

PERSONAL PROFILE:

Father Name	Hassan Afzal
Religion	Islam
Date of Birth	20-07-1996
Marital Status	Single
Nationality	Pakistani
Visa status	Transferable
Linguistic Skills	English, Urdu
Passport No.	FL1515722

- Check in with employees regularly to determine satisfaction
- Schedule shifts.
- Help management create the department's budget.
- Address customer issues and complaints.
- Schedule regular maintenance and cleaning of facilities.
- Meet regularly with upper management to stay informed on company issues.
- Oversee security of the facility.

GRAND COSMOPOLITAN HOTEL (5*)

As a Security Supervisor from 09 Dec 2021 till 05 July 2023

Responsibilities:
As a Security Supervisor / Loss Prevention Supervisor you are responsible to protect and safeguard all hotel guests, employees, their belongings, and all hotel assets, whereby your role will include key responsibilities such as:
•Supervise other Security Officers and conduct briefing for them
•Assign duties as per the instructions from Security Manager
•Prepare duty roster and conduct departmental orientation for new employees
•Coordinate with the local police, CID if required
•Check the property daily for any damage or any incidents
•Guard entrance and exits and submit reports to the Lobby Manager daily
•Monitor designated areas on the closed CCTV
•Ensure that 'Fire Exit' doors are always kept free of blockage and ensure that fire and safety equipment's are in their right places
•Perform all tasks consistently in line with the hotel standards and adhere to all legal and statutory requirements.
•Handling daily base files for the purpose of record keeping, and to ensure the right information to a certain department.
•Controlling fire panels, alarms, and maintaining records.
•Handling Lost and Found items.
•Submitting reports to management on daily and monthly base.
•Handling CCTV cameras in Security Control Room.

THE RITZ-CARLTON HOTEL BY MARRIOTT (5*)

As a security supervisor

Responsibilities:
•Supervises overall activities in the department.
•Supervises and delegates duties to supervisors and prepares work schedule for them.
•Develops weekly host' schedules, monitors team attendance and put up the leave calendar
•Supervises all sections and improvements in operation where she/he finds opportunities to develop service standard.
•Keeps knowledge/information of any change in hotel policy and procedure and enforce them.
•Ensures good communication and cooperation between front office department and other departments.
•Performs all duties applicable to the night shift ensuring the all report, system checks as well as run of the day are performed accordingly to standards and hotel requirements.
•Actively take part in Sales Activity within the hotel including referral of lead to the Sales office
•Personally, welcomes guests and allocates rooms and coordinates with supervisor for proper follow up.

•Personally, resolves any problem a guest may face during his stay in the hotel or endeavors to provide the maximum service possible always with a margin for flexibility.
•Conducts regular inspections of areas directly under his responsibility.

CENTRO BARSHA HOTEL BY ROTANA (3*).

Team Leader from Jan 2016 till 20 May 2020

Responsibilities:

•Complete daily H&S site checks and paperwork
•Check the CCTV cameras.
•Running reports from access control system and able to issue ID Passes.
•Submit monthly reader meters from state.
•Do the Fire alarm and sprinklers test?
•Champion recycling and energy efficiency strategies provide Feedback and suggested improvements.
•Answer all staff queries or refer to relevant person. Escalate to Services Manager as required
•Fire Marshals and First Aiders recruitment, training, and monitoring. Organise regular meetings.
•Respond all emails.
•To carry out any reasonable task requested of you by a member of The senior management teams.

AWAISIA SECURITY COMPANY RAWALPINDI PAKISTAN

As a security Guard from Jan 2015 till Jan 2016

Responsibilities:

•Complete daily H&S site checks and paperwork
•Secure premises and personnel by patrolling property; monitoring surveillance equipment; inspecting buildings, equipment, and access points; permitting entry
•Obtain help by sounding alarms
•Prevent losses and damage by reporting irregularities, informing Violators of policy and procedures; restraining trespassers.
•Maintain environment by monitoring and setting building and equipment controls
•Contribute to team effort by accomplishing related results as needed
•Ensure the security, safety and well-being of all personnel, visitors and the premises
•Provide excellent customer service
•Adhere to all company service and operating standards
•Remain in compliance with local, state and federal regulations
•Respond to emergencies to provide necessary assistance to employees and customers
•Protect the company's assets relative to theft, assault, fire and other safety issues
•Follow procedures for various initiatives, including fire prevention, Property patrol, traffic control and accident investigations.