SECURITY PROFESSIONAL

PERSONAL DETAILS

Name: Remi Mueghe nji
Age: 32
Height: 184 cm
Nationality: Cameroonian
Tel: +971557474612
Email: njiremi7@gmail.com, mueghe@gmail.com

OBJECTIVE

A professional security guard with more than ten years work experience. I seek a challenging opportunity where I can fully use my skills, enhance personal growth and above all contribute to the success of the organization.

PROFESSIONAL EXPERIENCE:

SECURITY OFFICER AT AL NUAIMI GROUP LLC, (Anantara resort site) from June 2022

RESPONSIBILITIES:

- Maintain records of all entering and going out of the site including staffs, laborers, visitors, heavy duty trucks amongst others.
- Sign, stamp, scan and store documents and receipts both hard and soft copies.
- Document, arrange to the last details and send daily reports
- Inspect, patrol premises regularly monitor property entrance, authorize entry for visitors with gate pass
- Serve as a point of reference for visitors, helping with directions to prevent loss.
- Work in collaboration with site foremen for site updates, example visitors' limits, access cards per zones and more
- Verify visitors' dress code and make sure they are well equipped with personal protective equipment (PPE), safety knowledge in different zones before granting access into site
- Report any suspicious behaviors and happenings, Secure all exits, doors and windows.
- Implement new rules and regulations as ordered by top management in a bid to prevent incidents on site
- Monitor surveillance cameras, control traffic, scan with metal detectors, bag and vehicle checks.
- Promptly reach out to police, ambulance, firefighters amongst others, in case of any escalated situation

Security guard at AKWA PALACE hotel Douala 2018 to 2021

- Patrol premises regularly to maintain order and establish presence
- Monitor and authorize entrance of vehicles or people in the property
- Remove wrongdoers or trespassers from the area
- Secure all exits, doors and windows after end of operations
- Check surveillance cameras periodically to identify disruptions or unlawful acts
- Investigate people for suspicious activity or possessions

- Respond to alarms by investigating and assessing the situation
- Provide assistance to people in need
- Apprehend and detain perpetrators according to legal protocol before arrival of authorities
- Submit reports of daily surveillance activity and important occurrences

Manager/sales coordinator at GRCAE CYBER 01/2015 – 01/2018 Full time

RESPONSIBILITIES AND ACHIEVEMENTS:

Run the day-to-day management of the cyber while putting in place great strategies to maintain the business' long and profitable life span.

• Control internet time sales, business purchases and organize trainings for intern students
• Carry out quarterly, business analysis and projects to know my business' position amidst competition.
• Changing the shape of the business to maintain and increase profitability.
• Typing and printing customers' documents, downloading and installing application software on computers.
• Resetting laptop and android phone, increasing customer satisfaction level etc.
• Provide services such as filing, printing, downloading and all other operations to assist customers
• Keep accurate records of logs and inventories of the shop

EDUCATION AND TRAINING

- **Security industry regulatory agency (SIRA), 18/10/2024. Including**
  - ✓ **Basic fire safety training**
  - ✓ **Basic life support security guard**
  - ✓ **Security guard's physical fitness test**
  - ✓ **Awareness in dealing People Of Determination (POD) during crises, disasters and emergency**
  - ✓ **SECURITY GUARD**
- **Higher Diploma in Business Management, with (Association of Business Executives UK) 2013**
- **Advanced level certificate - start 2007 – finish 2009 – Full time**
- **Highly advanced with Microsoft package including word, excel, outlook, PowerPoint etc and clerical duties.**

ACHIEVEMENTS AND KEY COMPETENCE/SKILLS

• Able to manage effectively in a fast-paced environment and manage resources to ensure that established service levels are always achieved.
• Ability to work with and lead a team.
• Strong leadership skills, with ability to coach and build team.
• Maintain and observe honesty and loyalty.
• Tech Savvy and have a solid knowledge of using modern tech equipment's.
• Ability to work under pressure, without supervision and still maintain professionalism.
• Have developed great self-confidence and attained excellent interpersonal relation.
• Good customer Service.

- Good communication skills and very friendly
- Fast learner as I won't take much time to catch up on anything
- Frugal as I will work and act taking into consideration the company's expenses/wellbeing.

Languages

English – native
French – Excellent
Basic understanding of urdu

Interests and Hobbies
- Reading
- Outdoor activities
- Walking
- Research
- Sports