
Corporate Security Officer Resume

Job Objective

To secure a Corporate Security Officer position within a fast growing organization in which my expertise can help the organization meet their goals.

Highlights of Qualifications:

- Solid knowledge of security aspects in a corporate setting
 - Proficient with computers
 - Excellent communication and telephone conversation skills
 - Ability to work independently to provide excellent customer service
 - Ability to showcase company image through personal attitude
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Professional Experience:

Corporate Security Officer
HomeStreet Inc., Omaha, NE
August 2005 – Present

- Carried out routine patrolling of facility to ensure complete security.
- Checked facility to provide entry for only authorized people.
- Inspected and directed common carrier trucks to right areas.
- Carried out inspection of containers for dents and leaks.
- Verified identity for entry and exist of authorized people and vehicles in and out of the facility.
- Ensured entry only for authorized vendors, contractors and visitors through proper security checks.
- Operated video monitors and access systems.
- Handled all phone calls on a 24X7 basis.
- Ensured employees and visitors carry proper identity or visitors cards.

Corporate Security Officer
BAE Systems, Omaha, NE
May 2000 – July 2005

- Formulated plans for site security.
 - Ensured security activities and plans are in compliance with government requirements and regulations.
 - Supervised security activities as required and ensured proper functioning of security systems.
 - Prepared documents for public release to be in conformity with stated government guidelines and contractual requirements.
 - Reviewed all security policies, programs and practices to effective implementation of company's security procedures.
 - Prepared and executed Program Security Awareness Briefing programs.
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Education:

Bachelor's Degree in Criminal Justice
Clark University, Worcester, MA

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