

IBRAHIM ALBARGI

PROFESSIONAL SUMMARY

Talented security professional skilled at conducting building patrols, securing entrances and exits and keeping visitors under constant surveillance. Dependable in writing reports, updating records and handling simultaneous tasks in fast-paced settings. Security-focused and diligent guard skilled at protecting personnel and premises. Responds and acts appropriately to situational assessments, including criminal acts and fire and medical emergencies remaining alert, attentive and vigilant at all times. Anticipates trouble and takes steps to intervene and diffuse using keen eye for detail. Careful security professional with physical and verbal abilities to manage incidents and restore order. Focused on prevention first and control second, with care for health, safety and wellbeing of personnel. Trained in remote and direct monitoring techniques. Safety-conscious security team member with excellent communication skills and eye for detail. Physically dexterous monitors premises using advanced security cameras. Successful at professionally handling and resolving conflicts. Reliable [Job Title] experienced in screening individuals, monitoring access points and proactively identifying problematic behaviours. Attentive and observant, with willingness to step into range of conflicts. Works great with local law enforcement to tackle serious security issues. Dedicated Security Officer with [Number] years [Area of expertise] experience. Well-versed in providing personal, equipment and property security in transportation facilities, warehouses and distribution centres. Astute and skilled at identifying potential risks and using common sense in high-stress situations. Takes on challenging new role harnessing interpersonal skills, collaboration and problem-solving. Driven to deliver high-quality service and consistent results. Hard-working [Job Title] with strong organisational skills. Achieves company goals through exceptional planning and prioritisation. Resourceful employee with outstanding knowledge to develop and maintain healthy customer pipeline. Consistently works to attract new business opportunities. Talent in administrative oversight, recruitment processes and customer service improvements. Committed manager with exceptional leadership, organisational skills and communication abilities leads high-performing cross-functional teams. Leads projects, company operations and business growth. Experienced [Job Title] with over [Number] years in [Type] industry. Excellent reputation for resolving problems and improving customer satisfaction. Offers flexible schedule to deliver on team goals. Enthusiastic [Job Title] with [Number] years of experience. Secures team success through hard work, attention to detail and excellent organisation. Shares [Type] knowledge to achieve results. Dedicated [Job Title] highly effective in undertaking administrative and

CONTACT

Address: Riyadh, Aldariyah 67777

Phone: 0552403526

Email: fysla2682@gmail.com

SKILLS

- Customer Service
 - Emergency Response
 - Employee management
 - Complaint resolution
 - Emergency management
 - Firearms expert
 - First Aid and CPR certified
 - Access Control
 - Law enforcement
 - Incident reports
 - Premises patrol
-

programme management tasks. Manages complex data with excellent organisation. Motivated to achieve outstanding success through prompt communication and helpful approach.

WORK HISTORY

Security officer, 09/2023 to 05/2024

Sirco - Riyadh, Saudi Arabia

- Secured doors and gates across office buildings and grounds, maintaining optimal security standards.
- Worked in security control room to continuously monitor CCTV feeds.
- Applied outstanding communication and interpersonal skills when interacting with staff and visitors.
- Completed regular patrols after business hours, preventing intrusions and detecting problems.
- Kept entrances secure with consistent visitor, personnel and package screening.
- Signed in and issued passes to visitors and contractors.
- Checked bags and identification with keen eye for detail.
- Monitored, authorised and recorded entrance and departure of vehicles and visitors.
- Wrote detailed reports on property damage, theft, presence of unauthorised persons and unusual incidences.
- Covered evening and weekend shifts to meet company goals.
- Collaborated with security teams and emergency services to resolve urgent situations.
- Inspected fire escapes, extinguishers and emergency lighting systems.
- Protected facility and property guests by regularly circulating premises and monitoring surveillance feeds.
- Prevented security breaches through continuous monitoring, enhancing staff and visitor safety.
- Updated team and coordinated responsibilities using two-way radio system.
- Maintained consistent site security, enforcing rules, issuing notifications and removing violators.
- Oversaw control room and gatehouse systems.
- Authorised entrance papers, granting building access and recording arrival times to maintain security.
- Used initiative and independent judgment within established guidelines to respond appropriately to security situations.
- Investigated alarms and incidents with rigorous evidence collection.
- Eliminated unauthorised access through effective employee and visitor screening.
- Inspected access points for signs of tampering and secured against misuse.
- Remained flexible in rapidly moving environment and adapted to developing situations.
- De-escalated threatening behaviour with firm and commanding

presence.

- Created hazard-free environment by reporting on building damage and irregularities.
- Operated detecting devices to screen individuals, preventing prohibited articles within restricted areas.
- Provided detailed reports of infractions and criminal acts to law enforcement for trial or hearing procedures.
- Screened passengers and belongings to clear for boarding.
- Secured cash and valuables against on-property loss or interference during transport.
- Implemented loss prevention strategies and handled shoplifters for retail clients.
- Warned offenders about rule infractions and violations, evicting violators from premises.
- Delivered emergency procedures and liaised with police, firefighters and medical staff.
- Identified safety risks by analysing reports and camera footage.
- Reported suspicious activities and persons to law enforcement for appropriate incident management.
- Observed central alarm systems for fire, intrusion and safety alarm activation, promptly responding to emergencies.
- Patrolled facilities to prevent crime and unruly behaviour.

Organiser, 07/2022 to 07/2023

Golden event - Riyadh, Studi Arabia

- Registered and briefed attendees on event schedules.
- Liaised between event organisers, staff and volunteers to fulfil exact client briefs.
- Designed event set-up and displays to match client requests.
- Coordinated on-site events, booking required staff, speakers and contractors to fulfil client requirements.
- Built and nurtured positive client relationships, upholding customer service excellence.
- Organised invite list and managed registrations for [Number]+ guests.
- Negotiated costs with suppliers to meet client event budgets.
- Hired temporary event staff based on budgets, event size and specialised skills required.
- Created bespoke packages for clients based on event requirements.
- Promoted seasonal offers to maximise event space bookings.
- Supervised external contractors to achieve successful events.
- Facilitated smooth running of events averaging [Number] guests.
- Submitted monthly income forecasts to enable financial performance assessments.
- Developed broad supplier networks to access resources at cost-effective prices.
- Led tours for customers planning events, weddings and conferences.
- Coordinated accessory and table-dressing hire for weddings and parties.

04/2019 , منظم حشود to 04/2020

General security - Mecca, Saudi Arabia

- Carried out day-to-day duties accurately and efficiently.
 - Quickly learned and applied new skills to daily tasks, improving efficiency and productivity.
 - Successfully delivered on tasks within tight deadlines.
 - Supported team by demonstrating respect and willingness to help.
 - Worked flexible hours, covering nights, weekends and bank holidays.
 - Offered friendly, efficient customer service and handled challenging situations with ease.
 - Completed customer orders with speed and accuracy.
 - Used critical thinking to break down problems, evaluate solutions and make decisions.
 - Delivered exceptional customer service by proactively listening to concerns and answering questions.
 - Oversaw daily operations to achieve high productivity levels.
 - Applied critical thinking to analyse problems, evaluate solutions and select best decisions.
 - Used Microsoft Word and other software tools to create documents and clear communications.
 - Applied positive customer service approach to increase satisfaction levels.
 - Improved efficiency and productivity by acquiring new skills.
 - Completed duties to deliver on targets with accuracy and efficiency.
 - Displayed energy and enthusiasm in fast-paced environment.
 - Increased customer satisfaction by resolving issues.
 - Cleaned work areas and equipment to maintain faultless hygiene standards.
-

EDUCATION

Diploma of Higher Education, English language , 06/2024

Saudi electronic University - Riyadh , Saudi Arabia

CERTIFICATIONS

- XML Certification Program
 - Certified Software Development Professional
-