

# Audrey Rowe

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## SUMMARY

Dedicated security professional with more than 10 years' experience managing security teams in retail and corporate environments. Personable leader who comfortably interacts with people from diverse cultures and backgrounds. Resourceful and creative problem solver with expertise in building and personnel security.

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## HIGHLIGHTS

- Skilled in conflict resolution
- Team motivation and development
- Natural leader
- Investigative procedures
- Operational effectiveness
- Staffing and scheduling
- Regulatory compliance
- CPR and First-Aid training
- PERC Card/Guard Card
- Certified Security Supervisor

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## EXPERIENCE

### **Security Supervisor, 10/2009 to Current**

#### **Red Pointe Office Park - New Cityland, CA**

- Manage staff schedules for all shifts and events to minimize overtime costs.
- Communicate and enforce compliance with state and local laws while emphasizing company standards of professionalism and safety.
- Developed procedures for the emergency response and crisis management, physical security, information protection, incident management, and investigation units.
- Counseled management on how to cut spending without compromising the safety and security of the company's assets.
- Updated training procedures for all newly hired personnel.

### **Security Supervisor, 05/2006 to 09/2009**

#### **Singularity BioTech - New Cityland, CA**

- Designed security policies, alarm response protocols, and access card guidelines.
- Implemented video surveillance, motion detection, and closed-circuit television systems to aid in monitoring the premises.
- Monitored entire facility using CCTV while simultaneously performing dispatch duties.
- Issued criminal trespass warnings to possible suspects and assisted police in apprehending and processing violators.
- Hired, trained, and managed a staff of 25 associates.

### **Security Officer, 01/2004 to 03/2006**

#### **Top Togs Clothing - New Cityland, CA**

- Conducted investigations regarding suspected incidents of external fraud, employee theft, and embezzlement.
- Patrolled facility and served as general security presence and visible deterrent to crime and rule infractions.
- Reported all incidents, accidents, and medical emergencies to law enforcement.
- Continuously monitored security cameras and fire, building, and alarm systems.