

Mohan Adhikari

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San Francisco, CA 94103

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Professional Summary:

Dedicated and highly skilled security guard with 6 years of experience ensuring the safety and security of people and premises. Committed to maintaining a safe environment through keen observation, effective communication, and proactive measures.

Skills:

Bomb threats, Difficult People or situations, Drone-security response, Emergency Management, First AID, CPR, AED Overview, Harassment, Note taking and Report writing, Patrol & observation, Post order, Video surveillance, work-related stress management, report writing, FB responding to emergencies, basic core security officer responsibilities, social engineering, incident command, access control fundamentals, radio communication, alarm response, customer service excellence, gas post-incident stress management, patrolling tips\$ techniques, Facebook uniform

Certifications:

- ACTIVE GUARD CARD

Professional Experience:

inn house Security Guard | Bir hospital, kathmandu CA | 02/12/2024-01/10/2025

Responsibilities:

- Greeted guests professionally and courteously to cultivate a welcoming atmosphere while making safety a top priority.
- Patrolled and monitored premises in company vehicles, on bicycles, and on foot.
- Secured premises and personnel by patrolling property and monitoring surveillance equipment
- Oversaw daily monitoring and patrolled buildings, grounds, and work sites.
- Responded quickly to incidents and assessed active situations for security concerns.
- Remained calm, assertive, and mindful to think critically and problem-solve during stressful situations.
- Quickly respond to alarms or alerts, investigate the cause of the alarm, and take appropriate actions, such as contacting emergency services, evacuating the premises, or addressing the situation according to established protocols.
- Control access to the premises by verifying identifications, checking credentials, and ensuring that only authorized individuals enter the designated areas. Monitor visitor logs and issue visitor passes when necessary.
- Monitored a complex system of 200 surveillance cameras.
- Worked with EMS, police, or fire department in case of emergency such as fire or presence of

- Conducted regular patrols to monitor premises, identify potential security threats, and ensure.
- Utilized CCTV systems to monitor and analyze suspicious activities, promptly reporting.
- Implemented access control measures, verifying identifications and authorizations to restrict.
- Patrolled and monitored premises by foot, bicycle, and company vehicle.
- Secured premises and personnel by patrolling property and monitoring surveillance equipment.
- Responded promptly to calls for assistance, emergencies, and alarms, assessing situations and coordinating with emergency services as needed.
- Utilized CCTV to monitor and analyze suspicious activities, ensuring comprehensive surveillance and security.
- Managed access control, verifying identifications, and authorizing entry, maintaining a secure environment.

Security Guard | Nepal bank ltd , New road dharmapath, | 5/2022-1/2024

Responsibilities:

- Implemented access control measures, verifying identifications and authorizations to restrict unauthorized entry.
- Provide assistance and directions to visitors and employees, such as answering questions, providing information, and offering guidance during emergencies or evacuations. Maintain a professional
- Quickly respond to alarms or alerts, investigate the cause of the alarm, and take appropriate actions, such as contacting emergency services, evacuating the premises, or addressing the situation according to established protocols.
- Control access to the premises by verifying identifications, checking credentials, and ensuring that only authorized individuals enter the designated areas. Monitor visitor logs and issue visitor passes when necessary.
- Responded to emergencies, including medical emergencies and security breaches, following established protocols.
- Prepared detailed incident reports, documenting all security-related activities and providing recommendations for improvement.
- Collaborated with team members and supervisors to coordinate security efforts and maintain a safe and secure environment.
- Strong communication and interpersonal skills, adept at diffusing conflicts and handling challenging situations.

• **Security Guard** | Machhapuchchhre bank ,Lazimpat kathmandu | 1/2020-4/2022

Responsibilities:

- Utilized CCTV systems to monitor and analyze suspicious activities, promptly reporting incidents to the appropriate authorities.
- Implemented access control measures, verifying identifications and authorizations to restrict unauthorized entry.
- Diffused and resolved conflicts between both customer and leasing office

- Provide daily operational oversight of the Transit Center security force and the Security Operations Center.
- Establish a quality assurance and quality control program to meet TJPA security and emergency preparedness goals.
- Compile and analyze security breach and system threat and vulnerability data to identify potential trends. Responded to emergencies, including medical emergencies and security breaches, following established protocols.
- Prepared detailed incident reports, documenting all security-related activities and providing recommendations for improvement.
- Collaborated with team members and supervisors to coordinate security efforts and maintain a safe and secure environment.
- Coordinate with the TJPA and asset management teams for day-to-day facility operations that contribute to the Security Program.

Security Guard | Global bank , Kathmandu , Nepal | 3/2019-12/2019

Responsibilities:

- Provide daily operational oversight of the Transit Center security force and the Security Operations Center.
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- Compile and analyze security breach and system threat and vulnerability data to identify potential trends. Responded to emergencies, including medical emergencies and security breaches, following established protocols.
- Prepared detailed incident reports, documenting all security-related activities and providing recommendations for improvement.
- Collaborated with team members and supervisors to coordinate security efforts and maintain a safe and secure environment.
- Coordinate with the TJPA and asset management teams for day-to-day facility operations that contribute to the Security Program.
- Wrote daily report and archived it to be reviewed later if necessary.
- Monitored a complex system of 200 surveillance cameras.
- Worked with EMS, police, or fire department in case of emergency such as fire or present of a suspicious person.
- Conducted regular patrols to monitor premises, identify potential security threats, and ensure compliance with security procedures.

Security Guard | Nic Asia bank Nepal ,kathmandu 3/2017-2/2019

Responsibilities:

- Monitored warehouse room premises to detect and prevent signs of potential.
- Maintained daily logs of irregularities such as equipment or property damage, theft, presence of unauthorized persons, or unusual occurrences.

- Proficient in security procedures, including access control, patrolling, CCTV monitoring, emergency response, and incident reporting.
- Excellent observational skills with the ability to identify and address potential security risks.
- Knowledge of emergency response protocols, including evacuation procedures and first aid.
- Physical fitness and stamina to perform security duties effectively.
- Managed a security team and trained new hires on physical defense.
- Inspect and adjust security system equipment, or machinery to ensure operational use.
- Maintained daily logs of irregularities such as equipment or property damage, theft, presence of unauthorized persons, or unusual occurrences.
- Proficient in security procedures, including access control, patrolling, CCTV monitoring, emergency response, and incident reporting.
- Excellent observational skills with the ability to identify and address potential security risks.
- Knowledge of emergency response protocols, including evacuation procedures and first aid.

Education:

Master degree in management , Nepal