

# Curriculum Vitae

## **Sarose Sherestha**

### **PERSONAL INFORMATION**

- **Nationality:** Nepali
- **Religion:** Hindu
- **Date of Birth:** 03<sup>rd</sup> February, 1994
- **Marital Status:** Unmarried
- **Visa Status:** Employment Visa
- **Passport no:** 07780170
- **Passport issue date:** 25<sup>th</sup> August 2014
- **Expiry date:** 24<sup>th</sup> August 2024
- **CONTACT:** +971 52 566 5905
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### **Career Objective**

*To work in a position where I can utilize my qualification and experience for the growth of the organization as well as my career. I'm searching for a vacancy in your esteemed Organization. I would like to be part of an Organization that offers potential growth, advancement opportunities and stability.*

### **EDUCATIONAL QUALIFICATIONS**

- **SLC passed:** GRADED ENGLISH MEDIUM SECONDARY SCHOOL, BIRATNAGAR, MORANG
- **Years of completion:** 2001- 2011
- **+2 PASSED:** COLLEGE OF BUSINESS AND SOCIAL STUDIES HIGHER SECONDARY SCHOOL, BIRATNAGAR, MORANG
- **-Years of completion:** 2011- 2013
- **-Category:** Commerce

### **PERSONAL PROFILE**

*I'm a highly motivated and organized individual with good communications, presentation and interpersonal skills combined with the ability to build and, maintain resourceful, work independently, Self-confidently with strong sense of responsibility, having initiative willing to work under pressure.*

### **PROFESSIONAL EXPERIENCE**

1. **Data center, Dubai festival city as a Security officer- (10<sup>th</sup> September 2016 to till)**

### **Job Description:**

- *Write and submit any kind of incident report to the security supervisor*
- *Monitor & observation of peoples who is staying inside the apartments*
- *Protect the people and property*
- *Conduct routine patrols*
- *Look out for suspicious persons, vandalism or hazards*
- *Respond to alarms and communicate & coordinate with supervisor*
- *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*
- *Any unusual incident in the buildings communicate & report immediately to the security supervisor.*
- *Unauthorized access control*
- *Ensuring safety and security procedures implemented*
- *Check properly outgoing delivery and incoming items from different store.*

### **Courses**

- *Fire and safety*
- *Security industry regulatory agency (SIRA) training*
- *FIRST AID*

### **Core competencies of job**

- *Good communication and interpersonal skills*
- *Comfort with shifts*
- *Ability to work in a team*
- *Flexibility and punctuality*
- *Maintaining record of people's, visitor's & contractor's lost and found items*
- *Reliable and dependable*
- *High level of accuracy*
- *Playing vital role in team building and teamwork*

### **COMPUTER SKILLS**

- *WINDOWS 8, WINDOWS 10 ( Word, Excel ).*

### **LANGUAGES KNOWN**

- *Nepali: Fluent (Mother tongue)*
- *English: Excellent reading, writing and speaking*
- *Hindi: Excellent reading, writing and speaking*