

AKSHAY KUMAR *Field Officer*

✉ akshaykumar03052000@gmail.com ☎ 9068646010 📍 Kapashera, New Delhi

🧩 OBJECTIVE

Open to new ideas and committed to continuous learning, with the ability to excel both independently and within a team. A determined and results-driven professional who strives to make a meaningful impact through hard work, dedication, and a focus on quality. Motivated to contribute to organizational success while pursuing opportunities for growth and self-development, with the goal of becoming a valuable asset to the organization.

👜 PROFESSIONAL EXPERIENCE

Securitas India, Security Guard	09/2019 – 09/2020
Peregrine Guarding Private Limited, Data Operator	09/2020 – 09/2021
Peregrine Guarding Private Limited, Security Supervisor	09/2021 – 09/2023
APS Security Services Private Limited, Security Officer	09/2023 – 09/2024
Peregrine Guarding Private Limited, Field Officer	09/2024 – Present

• Responsibilities

- Build and maintain strong, effective relationships with clients and stakeholders.
- Support the design and execution of security strategies, including the development of specific procedures and standards, and ensure their practical implementation.
- Conduct regular reviews of existing security plans and policies, making updates and improvements as necessary.
- Assess and provide recommendations on client safety and security requirements.
- Develop, review, and refine internal evacuation and emergency contingency plans, including assembly/safe areas, mass casualty management, and emergency communications, ensuring adequate human and technical resources for effective response.
- Carry out initial and periodic security training needs assessments to address evolving threats.
- Assist senior Field Officers in daily security operations, including patrols, surveillance, and access control across multiple sites.

🧠 SKILLS

- Proficient in Microsoft Office Suite: Word (document creation & formatting), Excel (data entry, formulas, reporting), Outlook (email & calendar management)
- Skilled in effective use of the Internet for research, communication, and online collaboration
- Strong grasp of basic computer operations, file management, and troubleshooting

🎓 EDUCATION

CSJM University, BSC in Maths	Kanpur, UP
UP Board, Intermediate	Allahabad
UP Board, High School	Allahabad