

Resume – Malcolm R Cooper - CPP

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CAREER HIGHLIGHTS:

- Ex Short Service Officer in the Indian Navy
- Conducted and lead high risk executive protection and event protection assignments in India and APAC
- Coordinated and participated in rescue and recovery exercises
- Successfully completed risk assessments within multiple domains across industries
- Created enterprise level security SOP's and BCM plans
- Conceptualized and coordinated development of risk monitoring platforms in SOC's
- Project management within Corporate Real Estate, physical security and EHS

AREAS OF EXPERTISE:

Risk, Threat & Vulnerability Assessments	Security Risk Assessment and Mitigation	Security Management and Audits
Facilities Management	Corporate Real Estate	CAPEX and OPEX management
Space/Capacity Management	Training and Team Management	Loss Prevention
Training	Business Continuity Management	Crisis Management
Information Security	Physical Security Design	Occupation Health and Safety
Supply Chain Security	Project Management	Command Centre operations

PROFESSIONAL EXPERTISE:

Manager – Facilities, Bangalore – Synopsys India Pvt Ltd – Dec 2019 to Present

Security, Safety and Compliance:

- Managing / oversee safety and programs as per industry standards. Self-assessment of risks and mitigation.
- Manage physical and logical security and implement security systems and safety programs. Conversant and compliant with local and central statutes for Facilities and Real Estate.
- Ensure 100% health and safety compliances for over 150 contractors and sub-contractors. Ensure facilities are compliant with fire and safety regulations and infrastructure.
- Successfully migrated the South Asia Regional Security Operations Centre to the corporate safety and security team.

Facilities Management:

- PPM and uptime maximization for critical systems. Coordination on Engineering services and systems, maintenance and AMCs for assets. Vendor management and MIS.
- Conduct and lead audits (EHS, compliance, periodic and third party) and closure on audit observations. Ensure continuous learning and development within the FM charter

- Manage OPEX and CAPEX of the FM charter. Support business towards adhoc requirements including labs and data centres
- Manage all aspects of maintenance and engineering, soft services and transport within the AOR
- Develop and ensure compliance of regional IFM partners

Infrastructure Management, Real Estate:

- Real estate consultant selection. Expansion, consolidation, relocation.
- Site selection process, Space Planning and management, Interior Construction Management.
- Lead all aspects of fitout projection execution from design brief, business acceptance, procurement, fitout, practical completion and occupancy
- Ensure all offices comply to LEED standards during design stage

General Office Administration and Business Support:

- Manage multi-location facilities personnel and oversee duties of outsourced service providers to maintain building performance metrics.
- Ensure business support functions are operating as per requirement and highlight gaps – includes supply chain, transport management and event management.
- Vendor selection, management and benchmarking, contract administration for all relevant operational services required at assigned locations, including facilities and equipment maintenance, reception, janitorial services, security services, moves, minor projects etc. Inventory and spend management.

Business Continuity and Crisis Management:

- Manage IFM and safety charter within the South Asia Crisis Management team. AOR includes Bangalore, Pune and Mumbai.
- Track events that will impact critical business operations and develop plans to meet required recovery time objectives.
- Support business in enabling remote support and ensuring facilities meet health and safety requirements during the pandemic.
- Create and update business continuity plans for all South Asia facilities

Regional Operations Head (South) - Mitkat Advisory Services - October 2016 to December 2019

Security Risk Management:

- Conduct offsite and on-site Security Risk Assessment tasks and create comprehensive dashboard based executive reports for organizations in multidisciplinary fields such as manufacturing, financial institutes, supply chain, IT, Oil and Gas, Mining & Metals among others.
- Validated and helped design security solutions for static and dynamic requirements

Threat Intelligence:

- Consulted and lead the threat intelligence and information services team of four analysts in Mumbai. Ensured timely dissemination of inputs and provided executive dashboards as part of the client account management portfolio.
- Coordinated on with on ground intelligence sources towards completion of multiple assignments

Document Design:

- Consult on client locations and develop, designed, tested and handed over key physical security and business continuity documents.
 - Security Due Diligence
 - Security SOP's
 - Crisis Management Plans
 - Security Change Management
 - TVRA process construction
 - BCM documentation

Security Design:

- Conduct Security Design Exercises within SEZ, Data Centres, Warehouse complexes, oil and gas installations, industrial units and mines.
- Ensure complete project life cycle support including design drawings, BOQ, System Integration Support and stress testing.

Business Enablement Projects:

- Conduct Due Diligence exercises for clients at various stages such as seed stages, business expansion, land acquisition and community due diligence.

Project Support:

- Coordinate with Project Management team towards Physical Security, Electronic Security Applications, Fire Safety, Community Due Diligence, Supply Chain, Operations and Risk Mitigation SOP's at the pre-operational level.

Site Security Operations:

- Design and float RFP's for key site operation force multipliers such as guard force deployment, SOC operations, transport management operations, supply chain and medical support.

Executive Protection:

- Lead and support executive protection and close protection assignments for bespoke projects in India and South Asia.
- Develop, design and execute event protection plans for 10,000 + head count corporate and public events and production sets.

Fraud Risk Management, Due Diligence and Investigations:

- Conduct Investigations at multiple project warehouses as well as support intelligence dissemination for organizations operating in the North East, J&K as well as central India, Myanmar and Bangladesh. Was also part of a team towards market research, stakeholder identification and due diligence investigations.

HSE:

- Conduct assessments in fields such as disaster management, Health and Safety, Fire Safety, transport security and security control room optimization.

Information Security:

- Conduct and coordinate information security audits based on ISO 27001 standards and ISO 22301. Assist clients in conducting internal audits and control analysis.

Training:

- Conduct training workshops and desktop/real time simulations on multiple subjects such as Crisis Management, Information Security, work place violence Control Room operations, Fire Safety, Self Defense amongst others.

Crisis Management:

- Evaluate design and scale crisis management capability for organizations. Focus on documentation, integration with tools, stress testing and scaling up. Conduct BCM/DR table-top exercises and practical penetration tests.

Internal Projects:

- Create business case requirements and implement a data driven customer facing web-based portal concentrated on real time risk alerts and information intelligence gathering as well as automated dissemination.

Strategic Relationships Consultant (Security and Aviation) - Aditi Consulting October 2015 - September 2016

- Strategic Sourcing within marketing, delivery and leadership to drive business on boarding
- strategies for Security and Aviation functions.
- Understand niche security requirements and aviation requirements for multi-national clients in U.S., India, UK and Singapore.
- Conduct and implement targeted marketing strategies conducted on key industry inputs based on analytics and overall market performance.
- Submit and Coordinate changes in RFP and RFI proposals.
- Maintain and process Client and Consultant Databases on Sales Force to implement Sales Cycles and derive time-based analytics.
- Partner with Marketing and Strategic Initiative teams to facilitate business leads.
- Communicate and understand niche requirements and client specific (PMO / department centric) business workflows to the delivery account management team.

Consultant - Security – Self Employed August 2015 – September 2015

- Consulted on security operations and logistics in threat affected regions in India and South Asia
- Assisted small mining organizations and NGO's in surveillance and reconnaissance
- Assisted in coordination with first responders and setting up advanced bases for evacuation and shelter
- Trained guards deployed in these areas for basic asset management

Executive Officer (Lieutenant) – Indian Navy June 2012 – July 2015

- Graduated from Indian Naval Academy Ezhimala - Kerala
- Trained in Maritime Tactics, ASW, Meteorology, Communications, Air Navigation and Radar Operations
- Was part of the Observer core group (INAS 550) based out of INS Garuda Kochi and participated in training and operational sorties aboard Do-228 MR Aircrafts
- Conducted routine coastal security, SAR (Search and Rescue) and ship-air movements.
- Duties included Logistics coordination, base security, search and rescue and ensuring timely supply

chain parameters.

- Led airmen and sailors in conducting base security sweeps for VIP protection, tri-services exercises and International exercise.
- Trained in anti-piracy and anti-smuggling tactics.
- Participated in Airfield Works and Tender/Contract renewal duties.
- Participated in Manpower allocation for expansion projects and recruitment drives.
- Completed SCUBA certification and was re-tasked to base/squadron security and operational duties post a training accident

ACADEMIC QUALIFICATIONS AND CERTIFICATIONS:

- Post Graduate Diploma in Naval Studies – (Indian Naval Academy) - 2012
- BSc – Geology (University of Pune) - 2012
- ASIS – Certified Protection Professional (CPP) - 2019
- ISO 27001 Lead Auditor, ISO 31000, ISO 23001, ISO 20000 - 2018
- Advanced First Aid – St Johns Ambulance - 2016

VOLUNTEERING ACTIVITY:

- Child Sports Programme Coach – (Sporty Beans – NGO)
- Analyst - Wikistrat