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# Gursajan Singh

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## Summary

Lead Security Guard that's focused on improving facility security through diligent approach and sense of personal responsibility. Ability to diffuse situations in calmly within guidelines. Looking to apply my experience in managing teams and improving operations in a security supervisor role.

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## Skills

- Interviews and interrogations
- Staffing and scheduling
- Daily status reports
- CCTV experience

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## Experience

**SECURITY LEAD** | 07/2021 - 11/2021

**Neptune Security Services - Ottawa, ON**

**Shepherds of Good Hope**

- Supervised property entrances and exits and monitored employee safety.
- Recorded required data for incident reports and files quickly and accurately.
- Provided security team leadership and contributed to on-call duties.
- Managed security staff schedules for all shifts, minimizing overtime costs.
- Oversaw highly effective security team and managed scheduling and resource allocation.
- Hired, trained and managed staff of associates.
- Conducted site reviews and security audits and made recommendations to management based on findings.

**SECURITY SUPERVISOR** | 11/2020 - 05/2021

**Neptune Security Services - Cornwall, ON**

**Glen Stor Dun Lodge**

- Supervised property entrances and exits and monitored employee safety.
- Manually screened passengers unable to pass through metal detectors or who triggered alarms.
- Demonstrated public safety dedication through thorough patrolling of community events.
- Managed security staff schedules for all shifts, minimizing overtime costs.
- Provided security team leadership and contributed to on-call duties.
- Led security team and contributed to on-call shifts.
- Recorded required data for incident reports and files quickly and accurately.
- Assessed company security risks and developed actionable solutions to be presented to management.
- Conducted site reviews and security audits and made recommendations to management based on findings.

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## Education and Training

**CDE College - Sherbrooke, QC | High School Diploma**

11/2021