
Experienced security professional with a strong emphasis on client relationships and time management. Expertise in safeguarding assets and maintaining trust, consistently meeting deadlines, and delivering effective security solutions.

Experience

Turkish Restaurant

Jun 2019 – Sep 2023

Assistant Manager

- Implemented a comprehensive training program for new employees, resulting in a 20% reduction in onboarding time.
- Reduced food waste by 10% through improved inventory management and ordering processes.
- Recognized and rewarded top-performing staff members, boosting morale and motivation.
- Developed and launched a loyalty program that increased repeat business by 20% within the first six months.

Real Estate Company

May 2017 – Jun 2019

Operations and Payments Head

- Streamlined payment processing procedures, resulting in a 20% reduction in payment processing time and improved efficiency.
- Ensured timely and accurate payments to vendors, maintaining positive relationships, and securing preferential terms.
- Interacted with clients and customers to address payment-related inquiries and concerns promptly and professionally.
- Initiated process improvement projects to enhance payment-related workflows, resulting in reduced operational costs and increased accuracy.

Skills

Time Management

Effectively planning and organizing tasks and activities to maximize productivity and meet deadlines.

Communication Skills

The ability to convey ideas, thoughts, and information clearly and effectively to others through verbal, written, or non-verbal means.

Team Collaboration

Working cooperatively with others, contributing ideas and skills, and achieving common goals as part of a team.