

## **BIOGRAPHY**

- AGE ; 32 YEARS.
- NAME; CONSTANCE MWANAI DI CHARO
- SEX ; FEMALE.
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- ID NO. 784-1989-2997608-6
  
- PASSPORT NO; AK0830157
- NATIONALITY; KENYAN.
- RELIGION ; MUSLIM



## **OBJECTIVE.**

To be cooperative through my new ideas where my experience and enthusiasm will have application and to prove as an asset towards development.

## **WORKING EXPERIENCE.**

- BAHRAIN AIRPORT MUHARAQ AS SECURITY FOR 1 YEARS
- 2 YEARS AS SECURITY GUARD IN UCHUMI SUPERMARKET KENYA
- 2 YEARS IN SAUDI AS CLEANER
- 1 YEAR AS CLEANER BAHRAIN
- 1 YEAR AS WAITRESS IN DUBAI

## **MY DUTIES AND RESPONSIBILITY.**

- ✓ Checking the vehicles which comes in and out following the security procedures.
- ✓ Securing premises and personnel through monitoring and using surveillance equipment.
- ✓ Patrolling the whole location and making reports to the manager and supervisor.
- ✓ Controlling the CCTV cameras incase directed by the supervisor and manager
- ✓ Monitoring and ensuring that all fire control Equipment are in Place and in good shape.
- ✓ Making daily reports both on computer and in books.
- ✓ Opening barrier and closing.
  
- ✓ Greeting residents and guiding visitors into apartments by registering their identifications before monitoring the CCTV surveillance cameras.

- ✓ Taking complaints from residents and forwarding them to the management so as they can amicably solve them.

### **EDUCATION BACKGROUND**

- ✓ Wema vocational training {2010-2011}
- ✓ Certificate in security management and protection
- ✓ Ordinary level certificate of education
- ✓ Primary leaving examination certificate

### **PERSONAL STATEMENT**

- Am flexible, determined, energetic, creative.
- Am openminded personnel who enjoys learning, working with others.
- Am vigilant at work and also performs multi tasks to achieve goals for tight deadlines.

### **SKILLS AND CAPABILITIES**

- Computer skills, micro soft word.
- Good communication skills in English.
- Capable of working under supervision.

**LANGUAGES** English excellent.

Arabic learning.

### **HOBBIES**

Gym and workouts

Swimming

Reading books

**DECLARATION** I hereby declare that the above-mentioned information is true & correct to the best of my knowledge and belief.