**PERSONAL DATA**

Name: Francis Osei Bonsu

Date of Birth: 26th February 1989

Nationality: Ghanaian

Marital Status: Single

Language Spoken English / French

Contact: +97155 290 4221

E-Mail: nanakwadwo050@gmail.com

**SECURITY GUARD**

**Career Objective**

I am a security guard with a wealth of experience in door operations, protecting of customers and company property. I enjoy dealing with the public, resolving conflict and defusing volatile situations before they escalate. Professionally presented, with good interpersonal skills and effective crowd control strategies,;

**WORK EXPERIENCE DATE OF SERVICES**

**SAM SECURITY SERVICES\_KUMASI March 2016 - 2018**

**Position: Security guard**

**Responsibilities And Daily Activities:**

* Answer alarms and investigate disturbances
* Call police fire department in cases of emergency
* Write report of daily activities and irregularities
* Operate detecting devices to screen individuals and prevent passage of prohibited articles into restricted areas.
* Patrol industrial and commercial premises to prevent and detect signs of intrusion and ensure security of doors,windows and gates.

**CELINA TRADING, EL SHARJAH INDUSTRIAL AREA March 2018 – Present**

**Position: Ware House Worker**

**Daily Responsibilities**

* Ensuring cleanliness, tidiness and safety of work environment.
* Loading and unloading delivery vehicles.
* Accepting delivery of inventory.
* Counting and confirming inventory.
* Inspecting inventory for damage and faults.
* Communicating errors to relevant parties.
* Marking and labeling stock.
* Storing inventory in accessible manner.
* Loading and wrapping stock on pallets.
* Building loads with forklift and electronic pallet jack.

**Skills:**

* Working with/without Supervision
* Ability to use computer efficiently

**EDUCATIONAL BACKGROUND**

**CATHOLIC TECHNICAL INSTITUTE 2012 – 2015**

**Course: Electricals**

**Catholic R/C Junior High School, Ash- Ghana 2006 – 2011**

* Basic Education Certificate Examination
* Senior School Prefect

**Skills:**

* Computer literate

**Hobbies:**

* Reading
* Listening to Music
* Playing football and basketball

**DECLARATION:**

I certify that the above information is true and correct to the best of my knowledge and ability. If given the chance to serve you. I assure you that I will execute my duties for the total satisfaction to my superior.