

# Nita Smith

Hardworking security guard professional seeking employment with a private security company

123 Main Street  
Town City, AB 12345  
(123) 456-7890  
your-email@example.com

## EXPERIENCE

### **Company Name, Town City, AB — *Unarmed Security Guard***

FEBRUARY 2019 - PRESENT

Patrolled grounds on first and third shift, kept note of vehicle and pedestrian traffic, prevented robbery and theft while on patrol

### **Company Name, Cityville, AB — *Unarmed Security Guard***

OCTOBER 2014 - FEBRUARY 2019

Patrolled grounds, surveyed grounds for potential theft, vandalism, and other criminal activity

### **Company Name, Cityville, AB — *Unarmed Security Guard***

JUNE 2012 - OCTOBER 2014

Patrolled grounds, regularly checked locks, monitored surveillance equipment, and offered visible security

## EDUCATION

### **Town City Community College, Town City, AB — *Associate's Degree in Criminal Justice***

AUGUST 2010 - MAY 2012

ROTC mentor for high school students, Dean's list, graduated with honors

### **Town City High School, Town City, AB — *High School Diploma***

AUGUST 2006 - MAY 2010

ROTC member, President of Biology Club for 2 years

## SKILLS

Excellent verbal and written communication

Physical fitness

Firearm trained

Teamwork and leadership

Surveillance technology

## AWARDS

Employee of the month in  
June 2013 at Security  
Associates

## LANGUAGES

English, Spanish