



ROLLY D GERMAN

- SECURITY PROFESSIONAL / ADMINISTRATIVE ASSISTANT
- COMMISSION WITH RANK AS A 2ND LIEUTENANT (AFSN: O-145368) RESERVE SERVICE IN THE PHILIPPINES ARMY. INACTIVE STATUS.

PROFESSIONAL SKILLS

First Aid and CPR Certified
 Fluent in Security Technologies
 Emergency response
 Stationary surveillance
 Crime prevention
 Documentation
 Microsoft Office
 Web/Tech Savvy
 Fluent in English

PERSONAL SKILLS

Strong Communication skills
 Conflict resolution techniques
 Network Motivator
 Strong work Ethic
 Collaboration
 Adaptability
 Team Leader

CONTACT

Contact number: +639359986735
 Passport #: P0593324B
 Email Address:
 rollygerman.uae@gmail.com

REFERENCES

SGT JAYPEE A PUGAHAN (CE) PA
 Office of the Provost Marshal
 General
 HQS 55th Engineer (Mobilizer)
 Brigade, Philippines Army

CAPT NARCISO M BRAGA (INF) PA
 Mindanao Army Training Group,
 TRADOC, Philippines Army
 Camp Kibaritan, Brgy Malinao,
 Kalilangan, Bukidnon

MR. PETER DAN PUNONGBAYAN
 Registrar/Acting Admin. Officer
 Office of the Acting
 Administrative Officer
 St. Peter's College
 Sabayle St., Iligan City, Philippines

PROFILE

Licensed security with 09 years experience working both public security and contract jobs. Excel at supervising teams and coordinating patrols. Department of Protective System and Security Integrated Regulatory Agency certified by Dubai Government , well-versed in security technologies, skills and proficient in using English language. Administrative Assistant with enough knowledge and skills in preparing flawless presentations, assembling facility reports and maintaining those reports with outmost confidentiality. Possess a Bachelor's Degree in Information Technology and expert in using Microsoft Excel, Word and Powerpoint. Have excellent knowledge of Microsoft Office Suite and Internet Information Services. Looking to apply my knowledge and experience as a member in your team as a Security Professional.

EXPERIENCE

SECURITY GUARD/STAFF

EJADAH Asset Management Group | June 3, 2014 - November 2, 2021
 Assigned at Jumeirah Lake Towers, Emirates Mall, Grand Hyatt Hotel, Emaar Properties & Dubai Assets Management.

Maintained and organized numerous office files
 Performed the duties and responsibilities of security/receptionist.
 Coordinate with different teams of security guards
 Assign daily tasks and patrol routes
 Interact politely with guests/tenants and helped resolve disputes.

SECURITY OFFICER - 1957 SECURITY AND INVESTIGATION AGENCY, CORPORATION

Room 5012 A & T Bldg, Binondo Manila | July 27, 2012 - October 03, 2013
 Assigned at the Residential Resort Condominium
 Newport City, Villamor Airbase, Pasay City, Philippines

Assign daily tasks and patrol routes
 Maintain a solid stream of communication between my unit and other units
 Monitor those Security guards under my team and make sure they're working properly
 Investigated disturbances and detained unruly guests/tenants until the authorities arrived
 Kept my superiors informed on any unusual events or happenings
 Interact politely with guests/tenants and resolved their disputes.

EDUCATION

BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY

St. Peter's College, Iligan City, Philippines | 2005 - 2011

TRAININGS

SIRA (SECURITY INTEGRATED REGULATORY AGENCY)

Conducted by Dubai Police Academy | 13 June 2020

DPS DEPARTMENT OF PROTECTIVE SYSTEM

Conducted by Dubai Police Academy and The City & Guilds of London Institute | 21 January 2015

PROBATIONARY OFFICERS TRAINING COURSE

CL 34-11 HQS ARESKOM RESERVE COMMAND

Camp Reigo de Dios, Tanza, Cavite, Philippines | 23 November 2011