

# PRIVATIZED FEDERAL RESUME SAMPLE

## Brian Freedman

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Country of Citizenship: United States of America

### OBJECTIVE:

A Physical Security Specialist position with the U.S. Army Reserve Command utilizing previous experience working with the Department of Homeland Security.

### WORK EXPERIENCE:

#### Security Supervisor

*Commercial Development Corporation (CDC)*

9700 Charles Street, Baltimore, MD 21201

**Supervisor:** Mark Freedman (410) 570-3708; may be contacted

November 2012 - Present

Salary: \$75,000

Hours per week: 40

- Led and supervised a security team comprised of 26 employees across 5 multi-million dollar commercial and transportation projects, reducing internal thefts by 50%.
- Applied loss prevention techniques and investigated external theft incidents with procured vendors, resulting in legal action and leading to \$1.5 million in cost-savings.
- Strategically assessed and recommended surveillance technology for critical areas.
- Established policies for tracking and reporting missing inventory with CDC Accounting.

#### Investigative Security Specialist, GS-11

*Federal Emergency Management Agency (FEMA)*

500 C Street SW, Washington, DC 20026

**Supervisor:** Christopher Hansen (202) 555-1212; may be contacted

**Clearance:** Department of Homeland Security, Secret Clearance, August 2007

June 2007 - October 2012

Salary: \$25/hour

Hours per week: 40

- Reviewed over 15 requests for background investigations weekly; forwarded them to the proper investigative authority.
- Served as the trusted liaison to transmit guidance from the Chief, Disaster Security Operations Branch to team members to ensure safety and protection during operational activities.
- Maintained an organized filing system of over 2.5 million field Security Reports. Developed monthly and annual statistical information, which were used to enhance the 5 FEMA security programs.
- Tested the operational readiness of the new Security ID Badging and Alarm systems.

### EDUCATION:

**Rutgers State University**, New Brunswick, NJ

*Bachelor of Science in Criminal Justice* – Magna cum laude

May 2007

GPA: 3.89/4.0

### CERTIFICATIONS & TRAINING:

*Video Surveillance*, National Security Board, Washington, DC

*Security Technician*, National Security Training Academy, Alexandria, VA,

January 2009

January - May 2008

### VOLUNTEER EXPERIENCE:

#### Criminal Investigator

*Volunteers in Police Service Program*, New Brunswick, NJ

**Supervisor:** Margaret Warren (732) 710-5212; may be contacted

June 2003 - April 2007

Hours per week: 15 - 20

- Investigated individuals suspected of committing criminal activity.
- Performed crime mapping and analysis.

### COMPUTER SKILLS:

- Proficient in Windows and Macintosh Operating Systems; Microsoft Word and Excel
- Experienced in SharePoint