

Emmanuel Silva

Data Center Security Officer

📞 (503) 555-1234 ✉️ emmanuel.silva@email.com

🌐 linkedin.com/in/emmanuelsilva 📍 Portland, OR 97205

STRENGTHS

- 🗣️ **Conflict Resolution**
Successfully de-escalated situations by remaining calm and using strong communication skills during tense interactions.
- 🔍 **Strong Attention to Detail**
Noticed minor discrepancies that enhanced safety outcomes, showcasing an ability to remain focused during long shifts.
- 📄 **Exceptional Reporting Skills**
Produced clear, concise reports on incidents, allowing quick action to improve security protocols consistently.
- 👥 **Team Collaboration**
Worked actively with colleagues to ensure cohesive efforts during shifts, fostering a supportive environment.
- 🌱 **Adaptability**
Thrived in different environmental conditions, proving capacity to maintain performance regardless of external challenges.

SKILLS

<u>Access Control</u>	
<u>Emergency Response</u>	<u>Patrolling</u>
<u>Conflict Resolution</u>	
<u>Incident Reporting</u>	
<u>Communication Skills</u>	
<u>Surveillance Systems</u>	
<u>Team Collaboration</u>	
<u>Safety Protocols</u>	<u>Customer Service</u>
<u>Documentation</u>	<u>Training</u>
<u>Risk Assessment</u>	
<u>Community Engagement</u>	
<u>Technical Proficiency</u>	

SUMMARY

Dedicated security professional with over two years' experience in safeguarding facilities while ensuring personnel safety. Proven success in conflict resolution, proactive emergency responses, and precise access control management. Skilled at engaging diverse groups effectively, echoing high standards of professionalism. Eager to enhance client relations through attentive service delivery. Experience includes thorough patrolling in various conditions, detailed documentation of suspicious activities, and fostering collaborative team environments that achieve daily security objectives. Adaptability in addressing emergencies ensures swift and sound judgement during critical incidents.

EXPERIENCE

Data Center Security Officer

Elite Security Solutions 📅 January 2026 - Present 📍 Hillsboro, OR

In this role, oversaw site security operations at a data center, focusing on maintaining a secure environment via patrols and access control measures. Actively engaged with clients and staff to nurture a culture of safety.

- Conduct thorough patrols of premises, effectively identifying potential hazards under varying weather conditions.
- Manage access control protocols to prevent unauthorized entry while ensuring guest services remain seamless.
- Engage in conflict resolution, enhancing security measures while fostering positive client relationships.
- Document incidents and safety concerns meticulously, providing comprehensive reports for operational oversight.
- Collaborate with team members towards achieving organizational security goals, promoting a supportive working atmosphere.
- Swiftly respond to emergencies, employing well-practiced judgment for appropriate incident escalation.

Security Officer

Guardian Security Services 📅 May 2025 - December 2025 📍 Beaverton, OR

Was responsible for monitoring security systems and conducting surveillance to mitigate risks within facility boundaries, while contributing to team training and strategy implementation.

- Monitored comprehensive security systems to deter threats, maintaining high levels of situational awareness.
- Cultivated welcoming interactions with clients, positively influencing overall perceptions of security services.
- Facilitated training sessions for new hires, reinforcing standard operating procedures and response techniques.
- Maintained precise records of daily activities and incidents, ensuring accountability in security practices.
- Actively participated in drills designed to hone collective response efforts to simulated threats.
- Interacted with community stakeholders, enhancing rapport between the organization and local residents.

Security Intern

SafeGuard Security 📅 June 2024 - April 2025 📍 Salem, OR

Contributed as a part-time intern assisting senior staff in core operational tasks, helping implement crucial security measures and communications.

- Assisted in site inspections, learning firsthand about potential vulnerabilities and security improvement areas.

LANGUAGES

English	Native
Spanish	Proficient

MY CAREER



- Data Center Security Officer at Elite Security Solutions (7 Months)
- Security Officer at Guardian Security Services (7 Months)
- Security Intern at SafeGuard Security (10 Months)

- Supported the transition of access control systems across multiple entry points to streamline security operations.
- Reported on observed safety hazards, advocating for practices that fostered workplace safety enhancements.
- Developed communication skills through organized interactions with clients, refining professional demeanor.
- Participated in compounding reports concerning daily activities and incidents, aiding systematic documentation efforts.
- Engaged in discussions around operational protocols, receiving insightful feedback from supervising staff.

LEADERSHIP & AWARDS

- Dean's List, 2023
- Certificate of Appreciation from City Council for Community Engagement in 2023

EDUCATION

High School Diploma
Lincoln High School 🎓 GPA: 3.8 📅 2024 📍 Portland, OR
Coursework: General Studies, Safety Procedures, Communication Skills, Conflict Resolution

CERTIFICATIONS

- CPR and First Aid Certified 📅 2025
- OSHA Safety Certification 📅 2025

TECHNICAL SKILLS

- **Communication Tools:** Microsoft Teams, Zoom, Slack
- **Reporting Tools:** Microsoft Word, Google Docs, Final Draft
- **Surveillance Technologies:** CCTV, Alarm Systems, Monitoring Software
- **Access Control Systems:** Keycard Access, Biometric Scanning, Visitor Management
- **Emergency Notification Systems:** Alert Notification, Mass Communication Platforms, Emergency Dispatch Systems
- **Safety Standards:** OSHA, NFPA, ANSI
- **Reporting Methodologies:** Incident Reports, Daily Logs, Foot Patrol Documentation
- **Client Interaction Techniques:** Conflict De-escalation, Customer Engagement Strategies, Active Listening
- **Training Methodologies:** Orientation Programs, Skill Drills, Simulation Training
- **Surveillance Software:** Genetec, Avigilon, Milestone

PROFESSIONAL AFFILIATIONS

- Member, Student Safety Council, 2023-2024
- Volunteer, Local Community Watch Program, 2022-Present

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST