

Leon Decker

Security Officer, Entry Integrity

☎ (469) 555-6831 ✉ leon.decker@example.com

🌐 linkedin.com/example/leondecker 📍 Plano, TX 75074

STRENGTHS

- ♥ **Calm incident response**
During alarms and entry disputes, paused before acting, followed escalation steps, and kept conversations respectful.
- ✔ **Credential accuracy**
At busy gates, checked names, authorizations, and visitor details carefully, becoming a reliable point for entry decisions.
- 👤 **Professional service**
Clear directions helped visitors and contractors follow site rules without slowing authorized facility activity.
- 👁 **Patrol awareness**
Routine rounds exposed unsecured points and maintenance concerns early, giving supervisors useful follow up information.
- 🕒 **Reliable coverage**
Accepted fixed and additional shifts across varied sites, building confidence through steady attendance and adaptable post work.

SKILLS

Access control Entry integrity

Credential verification

Visitor management Badge control

Security patrols Alarm response

Incident reporting

Industrial facility security

Customer service

Emergency procedures

Shift documentation

Contractor screening

Delivery screening

Perimeter observation

SUMMARY

Security officer with three years of experience protecting industrial and commercial facilities through access control, **credential verification**, **visitor registration**, patrols, alarm response, incident documentation, and professional customer service. Supports employees, visitors, contractors, vendors, and delivery personnel at busy entry points while applying site procedures and escalation requirements. Operates electronic access control and **visitor management systems**, issues and recovers temporary badges, maintains accurate logs, and resolves authorization discrepancies with calm judgment. Conducts scheduled and random patrols across entrances, exits, parking areas, loading approaches, and facility perimeters. Holds **Texas Level II Non Commissioned Security Officer Registration** and current CPR, AED, and First Aid training. Dependable across fixed schedules and additional coverage, with a clear focus on protecting people, property, and authorized facility operations.

EXPERIENCE

Security Officer, Access Control

Trinity Gate Security 📅 May 2025 - Present 📍 Plano, Texas

Supports **entry integrity** at a manufacturing campus, managing access systems, visitor processing, patrol activity, incident response, and shift records. Works with site contacts and supervisors to protect restricted areas while keeping authorized facility activity moving.

- Verified employee, contractor, visitor, and delivery credentials before granting manufacturing campus access.
- Operated **access control** and **visitor management systems**, routing unresolved authorization issues to site contacts.
- Issued temporary badges, reconciled returns, and maintained logs for accountability and site audits.
- Patrolled entrances, **parking areas**, loading approaches, and perimeter points during scheduled rounds.
- Responded to access alarms and disputes through site **escalation procedures** and calm **customer service**.
- Prepared daily reports covering denied entries, alarms, patrol observations, and credential discrepancies.

Security Officer

Metroplex Site Protection 📅 October 2023 - April 2025 📍 Irving, Texas

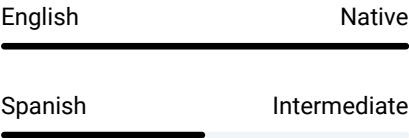
Provided front gate protection across commercial and light industrial properties, combining credential screening, visitor service, patrol coverage, **alarm response**, and accurate reporting. Adapted across client sites while preserving access restrictions, clear communication, and dependable shift coverage.

- Screened **employees**, vendors, visitors, and delivery drivers against site **authorization** requirements.
- Verified identification and visitor details before issuing credentials and updating shift logs.
- Patrolled **entrances**, parking areas, service corridors, and exterior boundaries across varied shifts.
- Responded to **alarms** and after hours access requests, documenting actions in chronological reports.
- Explained procedures clearly to guests and **contractors** while enforcing access restrictions professionally.
- Accepted weekend and evening coverage across sites with different post orders and access systems.

PROJECTS

Industrial Entry Integrity Program 📅 2025

LANGUAGES



MY CAREER



- Security Officer, Access Control at Trinity Gate Security (1.4 Years)
- Security Officer at Metroplex Site Protection (1.5 Years)

A busy gate can reveal risk in small details. Reviewed credential checks, visitor registration, badge recovery, patrol observations, and escalation records to support consistent protection across a manufacturing setting.

Multi Site Access Coverage 📅 2024

Different sites brought different post orders and emergency contacts. Adapted screening, patrol, alarm response, and reporting practices across commercial and light industrial facilities without disrupting authorized activity.

LEADERSHIP & AWARDS

- Recognized by site supervisors for dependable coverage at high traffic industrial entry points.
- Selected for additional weekend and evening assignments across multiple client facilities.
- Trusted to maintain accurate logs and clear shift handoff records during access operations.

EDUCATION

High School Diploma

Plano Senior High School 🎓 GPA: 4.0 📅 2023 📍 Plano, Texas

Coursework: Security procedures, emergency response, communication, physical education

CERTIFICATIONS

- Texas Level II Non Commissioned Security Officer Registration 📅 2024
- CPR, AED, and First Aid, American Red Cross 📅 2026

TECHNICAL SKILLS

- **Access Control Systems:** Electronic access control, badge readers, credential databases
- **Visitor Management:** Visitor registration, contractor logs, delivery records
- **Security Documentation:** Activity logs, incident reports, shift handoffs
- **Patrol Operations:** Scheduled patrols, random patrols, perimeter checks
- **Alarm Response:** Access alarms, emergency contacts, escalation procedures
- **Credential Administration:** Temporary badges, badge recovery, authorization checks
- **Entry Screening:** Identification checks, visitor verification, delivery screening
- **Facility Security:** Manufacturing facilities, industrial sites, commercial properties
- **Emergency Readiness:** CPR, AED, First Aid
- **Security Compliance:** Texas security registration, background investigation, drug screening

PROFESSIONAL AFFILIATIONS

- Texas security officer community, continued focus on lawful access control and facility safety.
- American Red Cross training community, maintaining current CPR, AED, and First Aid readiness.

ADDITIONAL INFORMATION

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

REFERENCES

AVAILABLE ON REQUEST