

## CURRICULUM VITAE

**Uday Pratap Gautam**

**Security Officer**

**Unit name – Century Ply India Limited**

**Email:- Pratap1990gautam@gmail.com**

**Mob- +918709044205**

**Address:** At/Po – Jatiya Sonpur, PS-Sonpur, Dist-Saran,  
State-BIHAR, Pin-841101

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**CAREER OBJECTIVE:** To take up a challenging position in a prestigious concern with good communication skills and ability to work under pressure. Fond of learning new things, looking forward to serve in open work culture that promotes individual initiatives, growth and rewarding career.

### **PROFESSIONAL CAREER:**

- ☐ Disciplined and determined Security professional with strong record of delivering superior security services during the career span of 09 year 04 months of service in INDUSRTIAL SECURITY.
- ☐ Capable of handing situations arising out of out labour unrest and thwarting anti land acquisition movements to facilitate implementation of mega industrial project.
- ☐ True team leader, trainer and motivator having ability build a committed security workforce, excellent verbal and written communication skills.
- ☐ Proactive, self-driven and result –oriented with ample sense of responsibility and organizational goals.
- ☐ Mentally prepared for contingency planning and emergency handling to avoid losses to human and property in case accident, explosion, sabotage, illegal gathering, altercations of labours etc.
- ☐ Fine-tuned analytical, public rations and troubleshooting skills.
- ☐ Exposure in assessing organization security deployment needs to ensure comprehensive security to information, assets and human resource.

### **Skills & Responsibilities:**

- ☐ Monthly Security Review Meeting and Implementation.
- ☐ Attending Internal and External Security Audit time to time.
- ☐ Monitoring Laptop Movement, Asset Movement and BMS activities.
- ☐ Giving Weekly and Monthly Security Report to Management.
- ☐ Helping Management with giving suggestion about cost control.
- ☐ Quick and Rapid service in case of emergency (Crisis Management)
- ☐ Timely intelligence input to the management – Proactive Security.
- ☐ Proper control on movement of men and material.
- ☐ Absolute implementation of management policies and rules without fear and favor.
- ☐ Access control & CCTV Operating.
- ☐ Control of Visitor, Material and Vehicle, Gate House Duty, Attending Visitors.
- ☐ Keeping Record of all Documents related to Security and Safety.
- ☐ Key Management and Control. Gate management system.
- ☐ Implementation of Various Policy Procedures in the Company and Routine administrative Works.
- ☐ Intelligence and Investigation. Making Incident Reports, Planning of Loss Control.
- ☐ Conducting Weekly Training Classes. Maintaining and improving employee morale.
- ☐ Skill of establishing good relations with intra departments to meet security targets.
- ☐ Liaison with police and local government administration.
- ☐ Generate MIS of daily security reports. Basic computer knowledge.
- ☐ Optimize security deployment without hampering security requirement of premises.
- ☐ Organize security for VIP and special events
- ☐ Auditing security material management document to direct deviations.
- ☐ Execution of security planning, deployment of security staff and detect non compliances in security procedures.

**EXPERIENCE:**

<b><u>SL</u></b>	<b><u>AGENCY</u></b>	<b><u>DESIGNATION</u></b>	<b><u>PLACE</u></b>	<b><u>FROM</u></b>	<b><u>TO</u></b>
1	Sis security india limited	Security supervisor	ADANI PORT, Chennai.	2015	2020
2	Intas pharamaceutical limited	Security Officer	Sikkim	2020	2023
3	Mankind Pharma limited	Security Officer	South Sikkim	2023	2025
4	Century India Limited	Security Officer	Gujrat Gandhidham	19-09-2025	Till Date

**EDUCATIONAL QUALIFICATION:**

<b><u>1</u></b>	<b><u>Exam passed</u></b>	<b><u>Board/University</u></b>	<b><u>Year of Passing</u></b>
2	10 <sup>th</sup>	Bihar Board	2006
3	12 <sup>th</sup>	Bihar Board	2008
4	B.A	Jay Parkesh University Chhapra	2011

**PERSONAL DETAILS:**

Son of	: Harihar Prasad Singh	Date of Birth	: 01\01\1990
Nationality	: Indian	Religion	: Hinduism
Marital Status	: Married	Hobbies	: Cricket, Football
Strength	: Good Listener, Quickly Learner		
Language	: <b>English, Hindi. Bengali</b>		

**DECLARATION:**

I, Uday Pratap Gautam solemnly promise that the above information is true and correct with my knowledge and belief.

Place:

Date:

(Uday Pratap Gautam)