

MUNIR HUSSAIN
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PERSONAL PROFILE

A self-motivated, conscientious, trustworthy and energetic individual with excellent experience in security, customer service, hospitality, and reception, along with relevant subject specific qualifications. Always willing to gain new skills and accept more challenging assignments. A sincere, honest, pro-active and reliable person who uses his initiative to meet, if not exceed, the highest standards. Aspiring to enrich the career through working preferably in hospitality industry or alternatively in security / other.

SKILLS & COMPETENCIES

- **Communication:** proven ability to communicate both written and verbally with a diversity of people from different backgrounds and levels
- **Strong organisational skills:** excellent at prioritisation of work during highly busy and pressurised periods with attention to detail
- **Customer service skills:** being friendly, caring and diplomatic with clients and customers
- **Interpersonal skills:** empathising and motivating others, and developing good working relationships by building genuinely positive rapport with people with ease
- **Multi-tasking:** can manage conflicting needs of co-workers and able to prioritise workload
- **Problem solving:** developed innovative solutions to prevent immediate or long-term problematic situations
- **ICT:** MS Office – Word, Excel, PowerPoint and Outlook etc.
- **Multilingual:** English, Urdu and Punjabi
- **Working style:** pro-active, flexible, positive, confident, organised, committed, target-driven and reliable with a pleasant and presentable personality, ability of working within teams and also using own initiative

EMPLOYMENT HISTORY

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| D A LANGUAGES UK
Free Lance Interpreter | Apr 2013 - Ongoing |
| Securitas
Security Officer <ul style="list-style-type: none">• Access Control Patrolling the Site | Sep 2004 - Aug 2005 |
| The Tate Modern / Gallery
Assistant <ul style="list-style-type: none">• Welcoming guests such as royalty. Patrolling• Gallery and Security of the Art Work.• Switch Board operations | Aug 2000 – May 2004 |
| Chubb Security Services
Security Officer <ul style="list-style-type: none">• Reception, front of house duties• Access Control• Patrolling the building | Oct 1997 - Aug 1999 |
| The Salvation Army
Security (Receptionist) <ul style="list-style-type: none">• Answering telephone enquiries• Access Control• Patrolling site | Jan 1994 – Aug 1997 |

- Solving other related problems within the hostel
- Communicating with other agencies.

EDUCATION

St. Patricks College , Holborn, London Hospitality And Tourism HND From	Apr 2013 – Ongoing
Punjab University , Lahore, Pakistan Bachelor of Law - 1 st Class.	1987 - 1985
Government College Sargodha , Pakistan Bachelor of Arts in 2 nd Class (including English and Maths)	1981 - 1984
Government College Sargodha , Pakistan Intermediate in 1 st Class (History, Maths, English and Political Science)	1977-1979
Government A. M. High School , Pakistan G.C.S.E's equivalent passed in 1 st Class (including English and Maths)	1976-1977

Qualifications:

Morison Medical Group London Certificate of Phelebotomist	2012
Morison Safety Solution Certificate of Manual Handeling	2012

KEY/QUALIFICATION SIA licence	2009
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Pitman Training, London Passed with Merit . Foundation Programme in Housing. Six Months Training Experience in Supported Housing.	2007
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English Tourist Board Welcome Host Certificate	2000
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Richmond Upon Thames College Certificate in Level-1 Introduction to Air Cabin Crew.	2000
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Open College Network UK Basic Training Certificate for Static and Patrol Guards Credited at Level-1	1997
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British Redcross First Aid Certificate	1995
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INTERESTS & HOBBIES

Enjoys reading, cooking different recipes, interpreting and socializing with family and friends.

References are available upon request