

DAVID OCHIENG OMONDI

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PROFESSIONAL SUMMARY

A highly experienced Access Control Specialist with extensive comprehensive background in security protocols and policy implementation. Possess deep understanding of physical security, access control, CCTV Monitoring & Surveillance. Adept at conducting routine security patrols, monitoring surveillance systems, and ensuring the safety and security of personnel and property. With over five years of experience in security management and surveillance, I am committed to maintaining law and order, identifying potential security risks, and creating a safe environment for all. My qualifications and skill set also include knowledge of accounting (CPA) and strong communication abilities, making me an efficient and organized asset in the security sector.

CORE QUALIFICATIONS

- **Strong Security Management Skills**
- Teamwork & Collaboration
- Strong Investigative Skills
- High Integrity and Ethical Standards
- Knowledge of Surveillance Systems (CCTV, VHF radios)
- Access Control Management (Access Policy Creation & Management, managing User access control)
- Expertise in Handling Security Equipment (Alarms, Scanners, Cisco phones, VHF Radio)
- Report Writing & Incident Documentation
- Excellent Communication Skills
- Customer Service Orientation
- Computer Proficiency (MS Office, Internet, Email)

EDUCATION AND PROFESSIONAL QUALIFICATIONS

- **Certificate in Security Management** – Ongoing Student at Brand Institute of Forensics and Security
- **CCTV and Control room operations** at Brand Institute of Forensics and Security November 2024
- **Certified Public Accountant (CPA, Sec II)**, KCA University (Jan 2010 – Nov 2014)
- **Certificate in Computerized Accounting**, Dima College (Apr 2010 – May 2010)
- **Certificate in Computer Operations**, Regional Centre for Tourism & Foreign Languages (Jun 2008 – Sept 2008) (MS Excel, Access, MS Word, Internet & Email, PowerPoint, QuickBooks, Pastel & Sage Accounting Software)
- **KK Security Training**
(Crime Prevention, First Aid, Firefighting, Terrorism Detection, Security Reporting, Crime Management, etc.)
- **Kenya Certificate of Secondary Education (KCSE)**, Holy Cross Secondary School- Mean Grade C+ (2001 – 2004)
- **Driver Training** (AA Driving School – Classes B, C, C1)

WORK EXPERIENCE

CCTV, Access Control and Biometric Devices Administrator.

Airtel Kenya under Total Security Surveillance | April 2025 to Date

- Access Policy Creation and Management.
- Managing User access control.
- Maintaining Surveillance of CCTV live footage, Access Control and Biometric Devices.
- Liaising with Airtel Staffs on visitors' authorization and access control.
- Gate Pass Management and Control.
- Backing Up and Retaining CCTV footages and Access control DATA.
- Radio Call Operation and Management.
- Incidence Response and Reporting.
- Access Control Troubleshooting and Problem - solving.
- Receiving and responding to Emails on New Staff Information, Visitor Pass and Authorization credentials.
- Ensuring all cameras and other systems supporting electronic security are functional and in good working order and immediately report any malfunction of any of the systems to the HOD.
- Coordinate with security guards and their supervisor on security operatives within the building.
- Ensure Integrity, accuracy and confidentiality of all information both recorded and live.

CCTV Surveillance Officer

One on One Security Services Ltd. | July 2021 – May 2023 – April 2025

- Conducted routine patrols to maintain order and ensure premises are secure.
- Monitored CCTV systems, alarms, and other security equipment.
- Controlled access to premises, authorizing employees, visitors, and vehicles.
- Prepared daily reports on activities, irregularities, and incidents.
- Responded to emergency situations such as fire alarms and security breaches.
- Ensured all security policies and procedures are followed strictly.

Security Officer

KK Security Company | Aug 2018 – June 2020

- Patrolled industrial and commercial areas to detect and prevent intrusions.
- Monitored access points and ensured security of the premises.
- Investigated disturbances and responded to alarms promptly.
- Wrote detailed reports on unusual occurrences and security threats.
- Assisted law enforcement in emergencies and coordinated responses.

REFEREES

1. Mr. Vincent Mabu – Security, Safety and Investigation Manager
AIRTEL KENYA
Tel: +254737316866 EMAIL: vincent.mabu@ke.airtel.com
2. Mr. Solomon Simiyu –Operations Manager, One On One Security Services
Tel: 0734 747 130
3. Mr. Boaz Akoko – Supervisor, KK Security Ltd, Tel:0714 527908
4. Mr. Kevin Oduor Owiny – Quantity Surveyor, Yellow House Ltd Tel: 0722 205 589