
CURRICULUM VITAE

DORCUS NDUKU

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Location: Nairobi

PERSONAL PROFILE

Dedicated and vigilant Security Guard with strong observation skills and a commitment to maintaining safety and order. Experienced in monitoring premises, controlling access, and responding to incidents professionally. Reliable, disciplined, and able to work effectively both independently and as part of a team to ensure a secure environment.

KEY SKILLS

- Surveillance and monitoring
 - Access control and visitor management
 - Incident reporting and documentation
 - Emergency response handling
 - Patrolling and inspection
 - Conflict resolution
 - Communication and teamwork
 - Time management and discipline
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WORK EXPERIENCE

EPZ manufacturing company(2017-2025)

- Operate industrial sewing and cutting machines to produce uniforms and garments according to set specifications.
- Follow production schedules to meet daily output targets while maintaining quality standards.
- Inspect finished garments to ensure accuracy in stitching, sizing, and finishing.
- Maintain cleanliness and safety in the workstation in compliance with factory regulations.

Brinks Security Services Ltd (2005- 2015)

- Protected assigned premises by monitoring entry and exit points and verifying visitor identification.
 - Conducted routine patrols to deter and detect security threats.
 - Operated CCTV surveillance systems and reported suspicious activities.
 - Responded promptly to alarms, incidents, and emergency situations following company procedures.
 - Recorded daily activities, incidents, and observations in the Occurrence Book (OB).
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EDUCATION

Secondary school

Masii Secondary school – completed in 2001

College

Tulimani Polytechnic – completed in 2002

CERTIFICATIONS

- Health and safety Certificate
 - Fire Safety Training Certificate
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PERSONAL ATTRIBUTES

- Honest and trustworthy
 - Physically fit and alert
 - Calm under pressure
 - Respectful and professional
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REFEREES

Available upon request.
