

Gloria Collins

1212 W Teicher St, Philadelphia, PA 19133, USA, Philadelphia, PA, 19133 * (267) 197-7864 * collinsgloria67@gmail.com

CAREER OBJECTIVE

Focused recent college graduate with a Bachelor of Science (B.S.) in Criminal Justice (3.5 GPA), with 9.5+ years of work experience. Aiming to leverage academic experience and a proven knowledge of conflict resolution, customer communications, and customer needs assessments to successfully fill the Security Ambassador role at your company. Frequently praised as hard-working by my peers, I can be relied upon to help your company achieve its goals.

EDUCATION

STRAYER UNIVERSITY Philadelphia, PA

B.S. Criminal Justice Candidate (Expected Graduation, Dec 2020)

- GPA: 3.5
- Relevant Course: Communication 101, Critical Thinking, Sociology

COMMUNITY COLLEGE OF PHILADELPHIA Philadelphia, PA

A.S. Behavioral Health and Sciences (May 2018)

- GPA: 3.5
- Relevant Course: Sociology, Critical Thinking
- Award And Honor: Honor Roll, Student Ambassador Service Award
- Extracurricular Activity: Outreach Worker for Chosen 300, Recovery Walk, Parole and Probation Association

WORK EXPERIENCE

SOVEREIGN SECURITY, Philadelphia, PA

Security Officer, Apr 2018 - Present

- Monitor and authorize entrance and departure of employees, visitors, and other persons to guard against theft and maintain security of premises.
- Write reports of daily activities and irregularities such as equipment or property damage, theft, presence of unauthorized persons, or unusual occurrences.
- Call police or fire departments in cases of emergency, such as fire or presence of unauthorized persons.
- Answer alarms and investigate disturbances.

SENIOR HELPERS OF CHESTNUT HILL, Philadelphia, PA

Home Health Aide, Feb 2016 - Nov 2017

- Maintain records of patient care, condition, progress, or problems to report and discuss observations with supervisor or case manager.
- Provide patients with help moving in and out of beds, baths, wheelchairs, or automobiles and with dressing and grooming.
- Care for patients by changing bed linens, washing and ironing laundry, cleaning, or assisting with their personal care.

PENNSYLVANIA LIQUOR CONTROL BOARD, Media, PA

Liquor Store, Nov 2015 - Jan 2016

- Receive payment by cash, check, credit cards, vouchers, or automatic debits.
- Issue receipts, refunds, credits, or change due to customers.
- Establish or identify prices of goods, services or admission, and tabulate bills using calculators, cash registers, or optical price scanners.