

Sean Jenks

Broomfield, CO

sjenks06@yahoo.com - (480) 356-1900

Seeking a position in a fast paced work environment that offers educational advancement opportunities and further development of my leadership, customer service and teamwork skills.

WORK EXPERIENCE

Sergeant

Anderson Security Agency - Scottsdale, AZ - September 2007 to July 2014

Sergeant, Supervise 2-3 man shifts, patrol villages and buildings within private community consisting of approximately 800 acres of golf courses, roadways and homes. Corporate Center building security, Fire inspections, radar and traffic enforcement, issue violations, perform vehicle traffic stops. Criminal investigations and accident investigations, worked closely with local fire and law enforcement. Utilized numerous PC programs such as Microsoft Word, Excel, CMS and ABDI., Monitor CCTV Systems, Write detailed reports of incidents that happen on within property limits. Also worked in a large scale business office consisting of approx. 250,00 square feet which house numerous different companies.

Insurance Agent

Tompkins Insurance Agency - Ithaca, NY - February 2004 to February 2007

Customer Service Agent, sold new insurance policies, detailed report writing, serviced new and existing insurance accounts. Licensed agent. Worked with a variety of software programs in order to ensure the best possible customer service experience.

HVAC Technician

Fingerlakes Engineering - Big Flats, NY - July 2001 to February 2004

Modified Industrial and Residential heating and air conditioning units. Prepared, shipped and received orders on a regular basis. Painter. Managed Blygold Department with one employee working under me.

General Laborer

Bonham Private Contracting - Beaver Dams, NY - August 2000 to July 2002

Worked full time for a general contractor. General manual labor including framing, electrical, plumbing, carpentry and finish work. Frequent use of an assortment of power tools and some use of excavation equipment such as backhoe, skid steer, excavator and dump truck.

Customer Service

Wegmans Food and Pharmacy - Corning, NY - August 1998 to February 2001

Worked in the Photo, Bulk Food, Frozen Foods, Dairy and Shipping and Receiving departments. Performed yearly inventory of merchandise. Supervised the Shipping and Receiving department team. Monitored all stock coming in and going out of the store. Helped with customer needs and inquires. Performed weekly ordering of new stock.

EDUCATION

Criminal Justice

Corning Community College - Corning, NY
1998 to 1999

High School Diploma in College Prep

Corning East High School - Corning, NY
1994 to 1998

AWARDS

Meritorious Community Service Award

December 2011

I received this award for assisting an injured resident during a medical call. The resident had fallen and broken his hip. My partner and I aided the individual until the paramedics could arrive.

Valor Award

December 2011

I received this award for an investigation that I conducted during a shots fired called on a golf course in the community that I patrolled. My partner and I were able to locate 2 juvenile suspects who firing a stolen pistol in the direction of golfers. we were able to apprehend the individuals and locate the weapon that they hid. They were subsequently arrested and charged with a number of felonies. No one was injured.

CERTIFICATIONS

Licensed Security Guard

September 2013 to September 2015

Licensed Security Guard in the State of Arizona

ADDITIONAL INFORMATION

- Currently certified in the use of Doppler Radar
- Previous CPR Certified
- Previous MICC Certified
- Previous Adult and Infant First Aid
- Emergency Medical Responder Certified
- Trained in use of AED device
- Trained in the administration of Oxygen
- 32 hours of Firearms Certification
- Valid and Current AZ DPS Security Guard License
- 72 Hour Law Enforcement Training Academy through Anderson Security Agency