

PHOEBE LEAH NGOTO

**Contact****Phone:**

+971-568538856

Email:lyamisho@gmail.com**Dubai ,UAE****Languages**

English

Swahili

Personal details

Dob: 01/11/1991

Religion :Christian

Marital Status : Single

Gender : Female

Country :Kenya

Vaccination

Vaccinated

A passionate, service-focused individual who consistently manages time and processes to create maximum efficiency with minimum disruption. I am an expert at providing a professional uniformed service that secure premises against illegal entry, fire, or theft. I am committed to making a safe and secure environment for all, and has extensive knowledge of workplace Health & safety issues as well as security operations and procedures. A confident, natural and driven sales person who is interested in working for company's who are market leaders in their respective fields. Possessing clear evidence of achievement in areas such as lead generation, sales and niche markets, I am an exceptional person who is willing to go that extra mile to deliver superb results. Presently looking to join a company where success is rewarded & internal succession is given priority.

Career Objective

To utilize my ability, acquired knowledge and learned skills to set an uncontested track record in my area of expertise upholding high levels of integrity ,discipline ,accountability in my commitment to serve God and society. Loyalty and dedication to the organization ethics and goals are my strongest forte.

Experience

Worked with **Transguard Group,Dubai** from **2016 to 09/2022**

Duties

- Secures premises and personnel by patrolling property; monitoring
- surveillance equipment; inspecting buildings, equipment, and access points; permitting entry.
- Obtains help by sounding alarms.
- Prevents losses and damage by reporting irregularities; informing violators of policy and procedures; restraining trespassers.
- Controls traffic by directing drivers.
- Completes reports by recording observations, information, occurrences, and surveillance activities; interviewing witnesses obtaining signatures.
- Maintains environment by monitoring and setting building and equipment controls.
- Maintains organization's stability and reputation by complying with legal requirements.
- Ensures operation of equipment by completing preventive maintenance requirements; following manufacturer's instructions
- troubleshooting malfunctions; calling for repairs; evaluating new equipment and techniques.
- Contributes to team effort by accomplishing related results as needed
- Maintains organization's stability and reputation by complying with legal requirements.

Passport Details

Number: AK0276300

Issue Date: 11/01/2019

Expiry Date: 10/01/2029

Status: Cancelled Visa

- Ensures operation of equipment by completing preventive maintenance requirements; following manufacturer's instructions
- troubleshooting malfunctions; calling for repairs; evaluating new equipment and techniques.
- Contributes to team effort by accomplishing related results as needed.

Worked with **Unilever Kenya** ,as a **Sales Representative** from **2010 to 2015**

- Identifying and maximising revenue from existing customer accounts.
- Maintaining high levels of product and customer knowledge and participating in training programmes as appropriate.
- Submitting detailed proposals and quotations to customers.
- Providing regular and accurate sales forecast updates to Senior Managers.
- Preparing and delivering sales presentations.
- Identifying, contacting and qualifying leads.
- Monitoring competition and analysing competitor activity.
- Attending sales conferences and industry marketing events.
- Aligning selling prices with company guidelines.
- Travelling to the homes and offices of potential clients for appointments
- Developing customised territory plans

Trainings

- Certification of FIRST AID basic training from Emirates Aviation College.
- Certification of FIRE SAFETY & FIRE FIGHTING training from Emirates Aviation College.
- Certification of DANGEROUS GOODS training as per Emirates CAPU (Cargo Air Protection Unit) mandatory.
- DPS 'Department of Protective System' license holder issued by Dubai Police.

Skill

- Ability to make quick decision in emergency situations
- Ability to assess risk due to sudden changes in the weather
- Well organized can establish a routine to check on all safety procedures with in the resort
- Ability to stay under control during crisis situations and carry out the prescribed courses of action
- Knowledge of handling safety equipment and machinery

Declaration

I sincerely hope that my application will receive your kind attention and I am most anxious that an opportunity for an interview is given to me at your earliest convenience