

Mohamoud Behi

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Objective:

To obtain a position in a reputable organization that will allow me to utilize my skills and experience, and provide opportunities for growth and advancement.

Education:

Bachelor of Science in Business Administration (Expected Graduation: May 2024)

San Jose State University, San Jose, CA

Associate of Arts in Business Administration (June 2020)

De Anza College, Cupertino, CA

High School Diploma (June 2014)

Santa Clara High School, Santa Clara, CA

Experience:

Security Guard, Facebook/Meta (August 2017 - September 2021)

- Conducted security patrols of the premises to ensure the safety and security of the company's employees, visitors, and assets
- Monitored CCTV cameras and alarms, and promptly responded to any incidents or emergencies
- Checked and verified identification of personnel and visitors, and maintained accurate logs and records of all activities
- Collaborated with local law enforcement agencies to investigate and resolve security-related issues
- Maintained excellent customer service by interacting with employees, visitors, and vendors in a professional and courteous manner

Sales Associate, Cartier (May 2016 - August 2017)

- Assisted customers with their purchases, provided product information, and answered their questions
- Maintained the cleanliness and organization of the store, and ensured that merchandise was displayed appropriately
- Processed transactions using the company's point-of-sale system, and handled cash, credit card, and check payments
- Participated in inventory management by conducting regular stock checks, and reporting discrepancies to the management

Skills:

- Excellent communication and interpersonal skills
- Proficient in Microsoft Office (Word, Excel, PowerPoint)
- Knowledge of security procedures and protocols
- Strong attention to detail and organizational skills
- Ability to work well independently and in a team environment

References:

Available upon request