

NASRULLAH ANWAR

Email: durrnikhan030@gmail.com

Contact# +971562268928

Address: Abu Dhabi, United Arab Emirates

Nationality: Pakistani Date of Birth: November 08, 1986



PROFILE OVERVIEW:

Motivated Security officer with 08 years of experience in security, safety, administration and customer services field. Obtained experience as a supervisor security, control room and administrative operations. Primarily striving to understand the executive's requirement and provide them exceptional results through cognitively flexible and positive approach.

EXPERIENCE

Al Sahil Al Arabi Facility Management Services (2024/05/03 to 2024/12/10)

My time at Al Sahil Al Arabi Facility Management as a Sales and Marketing Manager was an invaluable professional experience. In this role, I successfully managed marketing strategies and sales operations, driving measurable growth and strengthening the company's market position. A significant part of my role involved analyzing market trends to design targeted campaigns.

Driving In UAE Own Car

I have gained a strong understanding of driving in diverse environments, adapting to different traffic rules and conditions. Over the past year in the UAE, I've learned how to navigate fast highways, maintain safe driving habits, and adjust to the unique driving culture. I'm knowledgeable about road safety, speed regulations, and local traffic laws, ensuring a safe and efficient driving experience. I am also skilled in staying calm under pressure and responding to unexpected driving situations.

SECURIGUARD MIDDLE EAST, ABU DHABI, UNITED ARAB EMIRATES

SAFETY OFFICER (2021 - PRESENT)

PROJECT: AL RAYA HEEN SCHOOL AL-AIN, ABU DHABI.

Plan and implement OHS policies and programs Advise and lead employees on various safety-related topics Prepare educational seminars and webinars on a regular basis Review existing policies and procedures Adhere to all the rules and regulations Work with School Facilities to set up a new employee on-boarding process for safety Conduct risk assessment Enforce preventative measures Identify process bottlenecks and offer timely solutions Check if all the employees are acting in adherence with rules and regulations Prepare and present reports on accidents and violations and determine causes Oversee workplace repair, installations and any other work that could harm employees' safety Permit to work "PTW" issuing & Safety measures controlled. Attending meetings as called by the management.

SECURITY OFFICER (2016-2021)

PROJECT: AL SARIYA SCHOOL (MOE), SWEIHAN ABUDHABI.

Monitoring the routine tasks performed by security and assuring the completion of assignments. Stationary store material entry & exit by recording manifest. Submission of Incident, accident, daily, weekly, and monthly reports. Monitoring materials entry exit with check list. Key Controlling, PTW issuing, Safety measures controlled. Attending meetings as called by the management. Attending meetings as called by the management.

LOGISTICS COORDINATOR (2013-2016)

PROJECT: WILHEMSEN LOGISTIC SHIPPING, KARACHI PAKISTAN.

Coordinate and monitor supply chain operations

- Ensure premises, assets and communication ways are used effectively
- Utilize logistics IT to optimize procedures
- Recruit and coordinate logistics staff (e.g. Truck drivers) according to availabilities and requirements
- Communicate with suppliers, retailers, customers etc. to achieve profitable deals and mutual satisfaction
- Plan and track the shipment of final products according to customer requirements
- Keep logs and records of warehouse stock, executed orders etc.
- Prepare accurate reports for upper management

IT SKILLS

• MS OFFICE	• MAXIMO
• SAP	

CERTIFICATION AND ACCOMPLISHMENTS

- Security Officer Course – National Security Institute, Abu Dhabi
- NEBOSH Health & Safety – SS institute Abu Dhabi
- First Aider Course – SS institute Abu Dhabi
- Fire Safety – SS institute Abu Dhabi
- Risk Assessments – SS institute Abu Dhabi

EDUCATION

Bachelors of Commerce (B-COM) (Federal University, Karachi Pakistan)
Intermediate (I-Com) (Board of Intermediate Karachi, Pakistan)

INTERESTS

• SPORTS	• READING
• TRAVELLING	• PHOTOGRAPHY

•

LANGUAGES.

	READING	WRITING	SPEAKING
ENGLISH	FLUENT	FLUENT	FLUENT
URDU	NATIVE	NATIVE	NATIVE
ARABIC	NORMAL	NORMAL	NORMAL