



Jennifer Davis

Security Officer

Recently licensed Arizona security officer with retail loss prevention and front-desk experience. Calm under pressure and comfortable writing clear incident reports. Looking for an unarmed post in healthcare or commercial property.

CONTACT INFORMATION



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EDUCATION

Arizona DPS Unarmed Security Guard License (active, 2023)

High School Diploma, Westwood High School, 2022

OSHA 10 General Industry Card

CPR/AED, American Red Cross (2024)

KEY SKILLS

- Visitor and access logs
- TrackTik patrol app
- CCTV monitoring
- Two-way radio communication
- Incident report writing
- Conflict de-escalation
- Customer service
- Fire alarm panel basics

PROFESSIONAL EXPERIENCE

Security Officer | Copperline Plaza (Quail Run Property Group), Mesa, AZ
2023 - Present

- Greet and badge-in tenants and visitors at a Class A office lobby with 9 floors and 38 tenants
- Walk interior and exterior patrols every 2 hours and log checkpoints on the TrackTik app
- Wrote 47 incident and activity reports in past year covering trespass, lockouts, and medical assists
- Backed up reception on phones during lunch coverage without missed front-door coverage

Loss Prevention Associate | Riverstone Outfitters, Gilbert, AZ
2022 - 2023

- Monitored sales floor and fitting rooms on closed-circuit cameras across a 22,000 sq ft store
- Stopped 3 shoplifting cases in coordination with store manager and Gilbert PD
- Tagged and tracked high-theft inventory at register exits during holiday season