



NKWETAKEM FRANCLINE MEKEH

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Interests

Seeking a challenging opportunity where I will be able to utilize my strong organizational skills, and ability to work well with people, which will allow me to grow personally and professionally. I am self-motivated, a fast learner and able to work both independently and as collaborative team member.

Hobbies

Web Designing

Online Research(self taught)

Forex Trading

Education

CURRICULUM STUDIES AND
TEACHING/BIOLOGY
UNIVERSITY OF BUEA/ CAMEROON

OCTOBER 2006 — DECEMBER 2009

Qualifications

- 1- HOLDER OF A BACHELOR DEGREE IN EDUCATION.(CURRICULUM STUDIES AND TEACHING/BIOLOGY)
- 2- A certificate in First Aid/CPR training at IPTS Bahrain
- 3- A certificate in fire safety and fire fighting at IPTS Bahrain

Work experience

SUPERVISOR

- Respond to individual guest needs and concerns.
- Patrol property, both inside and outside.
- Check security locks and alarms on doors and stairwells.
- Escort guests as needed.
- Monitor surveillance cameras.
- Submit written reports.
- Work cooperatively with local law enforcement.

THE K HOTEL BAHRAIN

OCTOBER 2014 — OCTOBER 2020

SECURITY SUPERVISOR

Primary responsibilities

- Create ways to keep workers and the general public safe from harm.
- Design safe work spaces.
- Remove defective equipment
- Investigate complaints.
- Conduct safety inspections.
- Search for and identify biological, chemical, and physical hazards.
- Advise management on the cost and effectiveness of safety and health programs.
- Demonstrate how to recognize hazards.
- Evaluate current equipment, products, facilities, or processes and those planned for future use.
- Evaluate the probability and severity of accidents.
- Carry out risk assessment and providing measures to control risk at work.
- Write accident reports.

KING DAVID COMPREHENSIVE HIGH
SCHOOL DOUALA, CAMEROON

SEPTEMBER 2009 — JUNE 2011

BIOLOGY TEACHER

- 1) Establish and enforce rules for behavior and procedures for maintaining order among the students for whom they are responsible.
- 2) Observe and evaluate students' performance, behavior, social development, and physical health.
- 3) Prepare materials and classrooms for class activities for 6, 7, 8 and 9 grades.
- 4) Adapt teaching methods and instructional materials to meet students' varying needs and interests.
- 5) Plan and conduct activities for a balanced program of instruction, demonstration, and work time that provides students with opportunities to observe, question, and investigate
- 6) Instruct students individually and in groups, using various teaching methods such as lectures, discussions, and demonstrations.

LANGUAGE SKILLS

English language-----speak Fluently and write perfectly.

French language-----speak fluently and write averagely

Pidgin English languagespeaks Fluently

OTHER SKILLS

- 1- Able to express my ideas clearly and confidently in speech.
- 2- Work confidently within a group.
- 3- Understand the commercial realities affecting an organization.
- 4- Gather information systematically to establish facts & principles. Problem solver.
- 5- Able to act on initiative, identify opportunities & proactive in putting forward ideas & solutions.
- 6- Determination to get things done. Make things happen & constantly looking for better ways of doing things.
- 7- Able to express myself clearly in writing.
- 8- Able to plan activities & carry them through effectively.
- 9- Adapt successfully to changing situations & environments.
- 10- Manage time effectively, prioritizing tasks and able to work to deadlines.
- 11- Able to speak and understand other languages. Appreciation of other cultures.
- 12- Able to motivate and direct others.
- 13- Have some knowledge of the Computer, like Word and Excel
- 14- Maintains effective performance under pressure.
- 15- Presents a strong, professional, positive image to others which inspires confidence & commands respect.
- 16- Continues to learn throughout life. Develops the competencies needed for current & future roles

AVAILABILITY

Presently in Bahrain and can join any company that needs my services Immediately.

EXPECTED SALARY

To be Discussed During Interview but living with Family. Salary package should include Accommodation and transportation allowance.

References

Mr Qaed,
Chief Security at The K Hotel Bahrain
+97336222838