

Nitin pun
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Respected Sir

Thank you for the opportunity to apply for the job. I was excited when I stumbled upon your job position on website. It is clear that you need a candidate who is well versed with the security and its minute details. Given the pre requisites, I am confident that I have the necessary skills to successfully fulfill the security job.

I am grateful for the time I had spent in BSF. I am a highly organized professional with 12 years and 7 months of experience in defense in training and supervising service teams. I possess the organizational skills & attention to detail necessary to excel in any position. My past experience allows me to bring an extremely logical and analytical approach to problem solving.

After reviewing my resume, I hope you will agree that I am the candidate that you have been looking for. I look forward to elaborating on how my specific skills and abilities will benefit your organization.

Thank you for your consideration and I look forward to hearing from you soon.

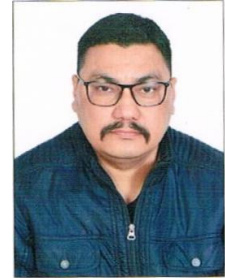
Yours Sincerely
Nitin Pun

OBJECTIVES:

To apply my knowledge in existing companies policies, as I grow with it in achieving its goal & its objectives.

PERSONAL INFORMATION:

Name: Nitin Pun	Age: 40 years
DOB: 18 May 1978	Gender: Male
Place of Birth: Lucknow	Civil Status: Married
Height: 5.7 Feet	Religion: Hindu
Nationality: Indian	Experience: Armed Forces
Phone: 9717497721	email id: nitinpun1978@gmail.com



EDUCATIONAL QUALIFICATION:

Bachelor of Commerce
Shimla
Himachal Pradesh University

FAMILY DETAILS:

Father: Shri Late Govind Singh Pun
Mother: Smt Meena Pun
Wife: Mrs Bhawna kanwar
Son: Master Shivansh Pun

SUMMARY:-

A highly organized professional with 12 years and 7 months of experience in defense in training and supervising service teams. I possess the organizational skills & attention to detail necessary to excel in any position. My past experience allows me to bring an extremely logical and analytical approach to problem solving with the strong problem solving skills. I have the ability to develop & implant effective action plans. I am committed to enhance knowledge of security techniques. I have excellent communication, interpersonal & analytical skills. I have aptitude for developing new skills & the ability to implement them effectively. Inservice training have enhanced my experience & skills which will be of immense value.

HIGHLIGHTS:

Dependable & reliable
Detailed security oriented
Relates technical information easily
Deadline driven
Effective team player

Cheerful & energetic
Flexible & committed
Helpful & organized
Resolution oriented
Build rapport easily

EXTRA ACADEMIC QUALIFICATION:

- Selected in National team as Vice Captain of under 19 Cricket Team
- Represented college in College level Boxing Competitions.
- Represented District level in Boxing Competition.

PROFESSIONAL QUALIFICATION:

Paramilitary (BORDER SECURITY FORCE) Experience is an asset to my knowledge. Skills and experience are developed throughout the job. The force has made me learn about dedication, leadership, team work & positive work ethics.

KEY POINTS ABOUT THE PROFESSION:

- Monitor premises day & night with vehicle patrol & foot patrol.
- Confronted trespassers to prevent vandalism.
- Secured entrance and check for break ins.
- Efficiently organized security & surveillance. Professional with 12 years & 7 months of service in security & safety compliance of the country in Border. Extensive on the job of security and guard training.
- Proficient in responding to complaints and finding solutions.
- Specialized in facilitating satisfaction of seniors by connecting and communicating fluidly.
- Worked with precision measurements to conduct detailed inspection & test.
- Documented maintenance records & catalogued data.
- Dedicated, passionate and skilled towards maintenance of security & avoid any lapses in between.
- Received recognition for reporting & documentation accuracy.

WORK EXPERIENCE:-

POSTED IN JAMMU AND KASHMIR MILITANCY AREA 2005-2007

- Worked as a Quick Reaction Team Commander
- Supervised and delegated duties of personal in company level
- Communicated urgent orders and directed effectively to the Quick reaction team.
- Received and implemented orders for any kind of operations.

POSTED IN AKHNOOR AREA 2007-2009

- Has taken charge as Platoon Commander
- Held responsibility as second in Command of the company
- Directed subordinates and supervised by providing tactical & technical guidance.
- Guarded the pillars to avoid any infiltrations and encroachment in the IB (INTERNATIONAL BORDER)

- Performed ZERO line patrolling once a week to supervise the pillars in the IB.

HIGH ALTITUDE NAUGAON, SRINAGAR 2009-2010

- Performed duties as company commander
- Supervised improvisatory projects of the area
- Surveyed and analyzed terrain to determine optimum equipment placing and usage
- Forecasted and adjusted decision in high pressure environment

NATIONAL SECURITY GUARDS TENURE, 2010-2015

- After two years of regress training of two months posted as NSG COMMANDO.
- Performed duties in VIP Securities (Z+ Security) as DET COMMANDER in the rank of Assistant Commander I for three and half years
- Posted thereafter in Head Quarter NSG as MT AC, where all vehicles of VVIPs and other were under my supervision.

SERVED IN 149 BN BSF TILL SEPTEMBER 2017 IN NAXAL BELT IN ORISSA.

HONOURS AND AWARDS:

- Best shooter of the unit 2006-2009
- Selected for Inter Frontier and Inter Sector Shooting competition for three years.

SPECIAL COURSES DONE:

- Platoon Weapon Commando Course: 2006-2008
- QRT Commando Course: 2008- 2009
- BSF Commando Course: 2006-2008
- PC TECH Course: 2009-2010
- NSG Commando Course: 2010