

# Matthew Johnson

example@myemail.com | (098) 765-4321

456 My Street, San Diego, CA 76543

## Jasmine Brown

Securitas Inc.

123 Your Street,

Houston, TX 12345

(123) 456-7890

example@youremail.com

[month, day, year]

Dear Ms. Brown:

During my time with Alliance Security Corp., I successfully mitigated potential security threats and exceeded average response times across the team by 30%. With a proven track record of delivering quality security services and exceptional customer service, I can achieve similar results for your team as the new security officer.

Securitas Inc.'s reputation as a leading security provider is what draws me to apply for this position. Throughout my career, I've continuously found new ways to refine security protocols and reduce the risk of dangerous safety incidents. My unique background within the security field will allow me to create value for your clients based on my previous successes:

- Conducted CCTV surveillance and patrols to maintain the security and safety of client sites with 200 to 600 personnel, oversaw access control, and ensured compliance with security protocols
- Exceeded average response times by up to 30% on a team of 25 security officers and provided coaching and training on conflict resolution and de-escalation techniques
- Ensured proper maintenance of firearms and enforced compliance with safety regulations

Best regards,

Matthew Johnson