

# Malcolm Porch

Private Security &  
Communications  
Specialist

## Contact

**Address**

Spring, TX 77386

**Phone**

216-424-0250

**E-mail**

malcolmporch@gmail.com

## Skills

Marketing and Advertising

Sales Strategies

Verbal and written  
communication

Lead prospecting

Network development

Account Management

Self-defense

Incident documentation

Physical Aptitude

Teamwork and  
collaboration

Reliable, well-trained security professional with a polished communication style and a strong physical training background. I bring consistency, professionalism, and a solutions-focused mindset to ensure safety, awareness, and trust in every assignment.

## Work History

2025 -

Current

### Private Security Officer

*Allied Universal Security Services, Houston, TX*

- Resolved conflicts professionally through effective communication, negotiation, and mediation techniques.
- Prevented unauthorized access to facilities by diligently checking identification and managing visitor logs.
- Managed access control systems to ensure only authorized individuals entered restricted areas within the facility or grounds.
- Reduced risk of theft with vigilant monitoring of high-value assets in secured locations.
- Patrolled and monitored premises in company vehicle, on bicycle, and by foot.
- Monitored CCTV cameras and alarm systems for security breaches.

2024-06 -

2025-11

### Program Director

*Leaders For Life Martial Arts-Galleria, Houston, TX*

- Enhanced program efficiency by streamlining processes and implementing innovative solutions.
- Evaluated program performance through comprehensive data analysis, driving continuous improvement efforts.
- Promoted an inclusive environment by actively engaging diverse populations in all aspects of programming.
- Collaborated closely with executive leadership to develop strategic plans for long-term growth.
- Improved social media engagement with creative content and consistent posting schedules.
- Managed ALL primary communication channels: Leaders For Life Martial Arts- Houston Galleria FB &

Relationship building and management

Access control

Instagram, company emails, & Spark Membership database

2023-08 -  
2024-05

Membership Specialist

UFC GYM, Cleveland, OH

- Actively engaged clients upon entrance with pleasant greeting.
- Maintained membership database, ensuring that all information was current and accurate.
- Prepared marketing materials that would be sent out to members, which detailed new events, promotions and activities that were coming up.
- Helped customers navigate choices between services with support for questions such as terms, pricing, and availability.
- Worked to develop network by identifying and pursuing new leads, attending industry events, and building rapport with clients.

2022-09 -  
2023-08

Membership Sales Representative

Cleveland BrownsFit, Cleveland, OH

- Developed and delivered engaging sales tours/presentations to convey member benefits.
- Trained and mentored new sales representatives.
- Built relationships with customers and community to promote long term business growth.
- Met with existing members and prospects to discuss fitness goals and recommend personal trainers & classes.
- Generated new leads through networking and attending industry events.
- Comprehensive usage of GymSales (sales software)
- Facility maintenance

2019-05 -  
2021-08

Store Operations Supervisor

Staples, Iowa City, IA

Responsibilities:

- Fostered positive off sales floor environment that helps whole staff achieve goals of sales, floor merchandising and service standards.
- Provided leadership through coaching, monitoring, and execution of company operational programs.

- Monitored daily and weekly key performance indicators to maintain on-track status.
- Supervised creation of exciting merchandise displays to catch attention of store customers.
- Performed Quality service checks on 90% of all outgoing print & marketing projects, ensuring customer satisfaction
- Opened & closed store as key holder. Verifying store revenue consistency

2016-06 -  
2019-12

### **Internal Communications Specialist**

*University Of Iowa- Student Athlete Services, Iowa City, IA*

- Promoted department vision through announcements and communications, including Student-Athlete newsletters.
- Selected publication pieces that most effectively represented departmental mission and objectives.
- Recommended ways to increase athlete engagement
- Promoted company vision through announcements and digital communications

---

## **Worthy Achievements**

---

- 4- Stripe Blue Belt in Brazilian Jujitsu (promoted by Citadel BJJ-Iowa City)
- BJJ & Muay Thai practitioner (Elite MMA-Greenway)
- ATA Certified Blue-Belt Taekwando
- MMA Conditioning Specialist Certification - NASM
- Certified Personal Trainer - NASM
- USCCA Gold Level Member

---

## **Education**

---

2011-08 -  
2016-06

### **Bachelor of Arts: Media & Communications**

*Maharishi University of Management - Fairfield, IA*