

## **MANAGER, SECURITY**

Reporting to the General Manager (Human Resources and Administration), he/she will oversee and provide security and protection of the Fund's properties, office premises and assets, both developed and undeveloped.

### **KEY RESPONSIBILITIES:**

- Overseeing protection of the Fund's properties, office premises and assets, both developed and undeveloped;
- Coordinating training of staff and other stakeholders on Safety, Health and Security awareness;
- Carrying out security audits of the Fund's commercial properties;
- Preparing and forwards investigation reports to Senior Principal Officer, Security Services;
- Overseeing spot checks to assess/evaluate the performance of contracted security service providers;
- Coordinating surveillance on the Fund's undeveloped properties;
- Gathering intelligence on potential security threats to the Fund's assets and personnel;
- Reporting criminal cases and incidents to police and other law enforcement organs for further action;
- Assisting in the management of emergency situations; and
- Organizing and Managing Annual Emergency Drills.

### **JOB REQUIREMENTS/SPECIFICATIONS:**

- Master's Degree in Criminology or any security-related field from a recognized institution;
- Bachelor's Degree in Criminology or any security-related field from a recognized institution;
- Professional qualification in any of the following disciplines: Criminology, Law or any security-related field from a recognised institution;
- Membership to a relevant and accredited professional body and in good standing;
- At least ten (10) years relevant cumulative work experience, five (5) of which should be in a senior management position;
- Leadership Course from a recognized institution or a Certificate in Corporate Governance;
- Proficiency in computer applications; and
- Fulfilled requirements of Chapter 6 of the Constitution.

### **COMPETENCIES:**

- Communication skills;
- Strategic thinking and problem solving;
- Interpersonal skills;
- Critical and analytical thinking; and
- Creativity and innovation.