

<b>JOB TAG LINE:</b>	An excellent opportunity exists for a <b>Security Risk Officer</b> at Copperleaf.
<b>JOB TITLE:</b>	<b>Security Operations Officer</b>
<b>NO. OF VACANCIES:</b>	1
<b>EMPLOYMENT TYPE:</b>	Permanent
<b>REPORTS TO:</b>	Security Risk Manager
<b>AVAILABLE:</b>	Immediately
<b>OVERVIEW:</b>	
<b>KEY PERFORMANCE AREAS:</b>	<ul style="list-style-type: none"> <li>• General management and supervision of security staff.</li> <li>• Submitting relevant monthly and general reports as required by Management.</li> <li>• Conduct six monthly risk assessments in conjunction with the service providers</li> <li>• Continuous best practice arrangement and improvement</li> <li>• Keeping abreast with criminal trends</li> <li>• Attend meetings where required</li> <li>• Ensure the compliance to policies and procedures related to security measures</li> <li>• Liaise with security service providers as per their contractual obligations</li> <li>• Coordinate security for adhoc request</li> </ul>
<b>STATUTORY</b>	<ul style="list-style-type: none"> <li>• No criminal record.</li> <li>• Matric certificate,</li> <li>• PSIRA Grade B registration and accreditation.</li> </ul>
<b>SKILLS &amp; KNOWLEDGE:</b>	<ul style="list-style-type: none"> <li>• At least 5 years' experience in the estate security industry.</li> <li>• At least 3 years Management to Middle Management experience.</li> <li>• Extensive knowledge on HR and IR Policies and procedures.</li> <li>• Working knowledge of ISO 9001:2008 quality management and its requirements.</li> <li>• People management experience.</li> <li>• Administration, interpersonal communication and client liaison skills are required.</li> <li>• Computer literacy on Microsoft Programs, i.e. word, excel, power point, outlook.</li> <li>• Own reliable transport and valid &amp; endorsed Driver's License is required</li> </ul>
<b>PERSONALITY ATTRIBUTES</b>	<ul style="list-style-type: none"> <li>• Assertive.</li> <li>• Must be presentable</li> <li>• Strong planning, leadership, organizational skills as well as good interpersonal and communication skills are essential.</li> <li>• Client liaison skills.</li> </ul>
<b>REMUNERATION:</b>	<b>Market Related</b>
<b>CLOSING DATE</b>	<b>Thursday, 15<sup>th</sup> June 2022</b>
<b>SEND CV'S TO:</b>	<a href="mailto:careers@copper-leaf.co.za">careers@copper-leaf.co.za</a>