



Due to our continued growth Allied Universal are recruiting a Security Manager to work within a new prestigious building in City of London.

The Security Manager provides an essential line management and support role to the Security team. You are responsible for your own team and ensuring that they are safe, secure and confident in their role. You will work closely with the tenants and public ensuring they are dealt with efficiently and promptly ensuring their transition through the site is a pleasurable experience.

What you get:

- Excellent salary of £40,000 per annum.
- Permanent contract of employment, working on a 4on & 4off shift pattern of days and nights.
- Training, Support and Personal Development.
- Enrolment into the company's pension scheme and staff discounts on several retail stores, restaurants, travel companies, and much more.

Candidate profile:

- Relevant experience working as a Duty Shift Manager/ Security Supervisor or similar role.
- SIA Door Supervisor License holder (essential).
- SIA CCTV License (essential).
- Programs: Microsoft Word, Microsoft Excel, Windows, Outlook.
- Professional communication and high level of written and spoken English.
- Ability to multi-task, prioritise tasks and work to deadlines.
- Strong coordination skills.
- Pro-active and able to offer new solutions where appropriate.

Duties & Responsibilities:

- Responsible for actively monitoring the health safety and welfare of all employees on site.
- Acting as liaison with the client in the event of evacuations, liaison with emergency responders.
- Ensuring Front line officers and the Control room team are fully conversant with procedures of the site.
- Conducting staff checks, appraisals, one to one meetings and disciplinary hearings for your team.
- To actively monitor, investigate and escalate where necessary, any fire alarm activations as per site procedures.
- Conducting audits on reporting.
- Daily occurrence logs and Incident report writing when or if necessary.
- Following and implementing daily tasks from management.
- Reporting accurately and factually on incidents and accidents.
- To oversee the health, safety and welfare of all visitors and staff within the premises.

To apply, please forward a detailed CV and covering letter explaining your suitability for this role

A.U Recruit is an equal opportunity employer