

Are you a Security professional, with a desire for an exciting change within your career?

Allied Universal are recruiting a team of Loading Bay Officers to work within one of the most prestigious new buildings in City of London.

You play a vital role in the safety of the public and tenants within the building above you. You are responsible not only for the security of the access point into the building but for ensuring that the deliveries that are made to your building position are delivered and checked and that any collections are correctly packaged and sent on their way with the correct delivery service.

What you get:

- Excellent salary of £12.50 per hour.
- Permanent contract of employment.
- 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.
- SIA Badge renewal covered by Allied Universal.
- Full uniform provided.

Shifts Include: 4on & 4off shift pattern, will include day shifts (07:00 – 19:00) and night shifts (19:00 – 07:00).

What we want:

- **A valid SIA Door Supervisor Badge.**
- Excellent written and verbal communication skills.
- Proven experience in Corporate Security, working within a Loading Bay environment or relevant role is an advantage.
- Be responsive to the client's needs and work in partnership with the client and other suppliers to support the delivery of the services.
- Must be pro-active in your duties, be able to work on your own initiative and work with others.
- Must be able to work under pressure, be able make decisive decisions during incidents and difficult situations.
- Strong knowledge of site processes and procedures, and aptitude for learning and applying such.

Duties & Responsibilities:

1. Liaison with the clients and tenants of your building as their point of contact for deliveries and collections from your building Loading Bay office.
2. Ensuring the main access way outside your building remains free from obstructions.
3. Maintaining access control from the Loading bay area to your building and ensuring any pedestrian access is by authorised persons.
4. Acting as the point of contact in the event of an emergency evacuation or access is required by emergency services.
5. Assisting and directing vehicles where necessary.
6. Liaison with the Fire Centre team, acting as investigating officer in the event of an alarm activation.
7. Conducting checks and audits, reporting defects and repairs where necessary.

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

A.U Recruit is an equal opportunity employer