**The University of KwaZulu-Natal (UKZN) is committed to meeting the objectives of Employment Equity to improve representativity within the Institution. Preference will be given to applicants from designated groups in accordance with our Employment Equity plan**

**REGISTRAR’S DIVISION: RISK MANAGEMENT SERVICES**

**RISK MANAGEMENT SERVICES: SENIOR SECURITY OFFICERS**

**(UKZN ‘PROTECTION SERVICES’)**

**PEROMNES GRADE 9**

**ALL CAMPUSES**

**20 POSITIONS IN TOTAL**

**REF NO.: RMS15-2022**

The incumbents will be responsible for planning, implementing, managing and monitoring of the operational functions and activities of the various RMS shift sections, enforcing UKZN rules, regulations and guidelines, RMS standing orders and standard operational procedures, in order to prevent loss or damage and/or harm or injury to the University, its premises, property, assets and staff. This includes working closely with the staff of any external service providers appointed by the University. Incumbents will be required to undertake these duties by dividing their time between “the field” and the office (RMS Control Room). This includes ongoing routine patrols of the campus(es) undertaken on foot and per vehicle.

In addition, the incumbents will be required to deal with initial responses to incidents, and security or related matters, reported to Risk Management Services, or observed and reported by security personnel, both internal and external, including drafting the relevant incident reports. Further, the incumbents will be required to initiate and undertake ongoing on-the-job training of the shift(s) staff and dealing with poor work performance at that level .

The incumbents report to the Campus Security and Traffic Manager on the respective campus, and are expected to provide full support to him/her and the risk management division as a whole, which includes all aspects of Risk Management Services (Traffic, Investigations, Systems, and S.H.E).

* Internally: Campus Security and Traffic Manager; Director: RMS; RMS staff; University staff, students and other stakeholders, including visitors.
* Externally: External services providers.

**MINIMUM REQUIREMENTS:**

1. Grade B registration with PSIRA (Registration number to be provided on the application form or Proof of registration attached)

2. An appropriate qualification in law enforcement, management or administration.

3. At least five (5) years combined security, military or police related work experience, of which three (3) years should be at a management/supervisory level.

4. A valid, unendorsed, Code B or EB Driver Licence. (Code 8).

**Appointment to this position will be on the January 2018 Conditions of Service. The total remuneration package offered includes benefits.**

The closing date for receipt of applications is 08 November 2022.

To apply please click on the link:- <https://ukzn.ci.hr/applicant/index.php>

OR may copy hyperlink to Microsoft Edge or Google Chrome

*Kindly note that the University of KwaZulu-Natal (“the University”) is required to process any Personal Information (as defined by the Protection of Personal Act, 2013 “POPIA”) submitted by candidates when applying for positions at the University. The provision of the Personal Information is a requirement in terms of the University’s recruitment and selection process. The retention of any personal information is as a consequence of the University being bound by legislative requirements and / or good governance practices as well as record keeping for statistical purposes. The University will endeavor to ensure that the appropriate security measures are in place and implemented for both electronic and paper-based formats that are used for processing of the personal information recorded through this recruitment and selection process.*