

<b>Contract duration</b>	<b>: 12 Months Fixed Term Contract</b>
<b>Anticipated start date</b>	<b>: 15<sup>th</sup> April 2022</b>
<b>Closing date for applications</b>	<b>: 6 April 2022</b>
<b>Remuneration</b>	<b>: Market related</b>
<b>1X SECURITY</b>	<b>: EAST LONDON</b>

Beyond Zero (BZ) has been successfully implementing comprehensive services across the HIV and TB care continuum in the Eastern Cape (EC), Free State (FS), KwaZulu-Natal (KZN) and Limpopo Provinces in the past 18 years; targeting key and vulnerable populations including adolescents and youths, sex workers (SW), orphans and vulnerable children (OVC) and men who have sex with men (MSM) and people living with HIV amongst others.

As one of the 4 nominated Principal Recipient (PRs) in South Africa to lead and provide strategic management, oversight, monitoring, and evaluation on the implementation of the Global Fund grant.

### **Purpose of the role**

The Security Officer is responsible to ensure safety of employees, objects or buildings on the threats, dangers, from harassment and attacks to the organisation. An expert with respect to protection and safety.

Responsible for deterring criminal activity by adhering to a facility's security measures, identify odd behaviours, patrolling the interior and exterior of the property in set intervals and only providing property access to authorized individuals.

### **Duties and Responsibilities:**

1. Secure premises and personnel by patrolling property; monitoring surveillance equipment; inspecting building, equipment, and access points.
2. Prevent losses and damage by reporting irregularities, informing violators of policy and procedures, restraining trespassers.
3. Control traffic by directing drivers.
4. Complete reports by recording observations, information, occurrences, and surveillance activities i.e., interviewing witnesses & obtaining signatures.
5. Maintain environment by monitoring and setting building and equipment controls.
6. Maintain organization's stability and reputation by complying with legal requirements.
7. Contribute to security team effort by accomplishing related results as needed.
8. Ensure the security, safety, and well-being of all personnel, visitors, and the premises
9. Provide excellent customer service.
10. Remain in compliance with company regulations.
11. Respond to emergency situations to provide necessary assistance to employees.
12. Protect the company's assets relative to theft, assault, fire, and other safety issues.
13. Follow procedures for various initiatives, including fire prevention, patrolling premises regularly, traffic control, and accident investigations.
14. Report suspicious activity, criminal behaviour, and security breaches.
15. Ensure entrance and exit control.

16. Complete relevant registers.
17. Ensuring that all COVID 19 protocols to be adhere to.

### **Minimum Qualification, Education and Experience**

- Grade 12 certificate or equivalent
- Grade C accredited and registered with the Private Security Industry Regulatory Authority (PSIRA)
- Minimum of 5 years in the security environment
- Bilingual (English & a local language)
- No criminal record
- Willing to undergo criminal checks regularly
- Must be physically fit
- Valid code EB (code 08) driver's license essential
- Willing and prepared to work shifts

### **Skills & Competencies**

- Good communication skills
- Able to work under pressure
- Able to follow instructions accurately
- Interpersonal Skills
- Knowledge of Security Operations and Procedure
- Manage Multiple Tasks
- Self-Defence
- Outstanding Surveillance Skills
- Good Judgment
- Dependability
- Emotional Intelligence
- Integrity
- Safety Management
- Professionalism
- Report writing skills
- Patrolling
- Attention to Detail

***By applying for any of the above-mentioned positions, applicants consent to BZ to conduct qualification, ID, Criminal and Reference checks on them which form part of its recruitment process.***

***To Apply:* Cover letters clearly stating the Position being applied for and preferred region/location as mentioned on the adverts, CVs, and copies of qualifications must be forwarded to [gfreruitment@beyondzero.org.za](mailto:gfreruitment@beyondzero.org.za)**

*NB. Applicants who have not heard from Beyond Zero one month after the publication of these adverts should consider their applications unsuccessful and any future correspondence from BZ thereof will be limited to shortlisted applicants only.*

*Beyond Zero reserves the right to re-advertise any of the above listed Positions should the need arise and reserves the right not to fill any of the listed Positions.*



# BeyondZero

a partner in public health transformation

*None South African Citizens and non-South African Permanent Residence holders must be in possession of valid documentation authorizing them to work in South Africa. Beyond Zero is an equal opportunity employer.*

***By expressing the interest in the position, applicants are consenting in terms of POPI Act for their curriculum vitae be shared with the relevant people authorised to act on behalf of BZ in the recruitment process***

