

Job Description

Position Title: Security Training Manager / Deputy Chief of Security

Reports to: General Manager

Position Type: Exempt

General Description:

The Security Training/Implementation Officer is responsible for providing training and operational support to enable the safest and most efficient conduct of our security personnel and programs for the protection of our personnel, property owners and guests.

Specific Duties:

- Assesses current training activities, optimizes and redesigns existing activities as needed.
- Designs, develops, and implements protocols for security procedures, documentation, and policy adherence.
- Leads security training and evaluates the impact of training, and develops learning program to drive improvement.
- Takes proactive steps to provide a safe and secure working environment by conducting training and evaluation of security personnel and facilities.
- Actively seeks to improve programs or services; offers new and different options to solve problems
- Prepares, conducts, and evaluates training for new hires and current staff on security procedures, equipment, and systems.
- Assists with development of the department's annual operational budget and tracking against approved budgets.
- Remains current in training methodology as it relates to the security industry.
- Coordinates and administers examinations related to training certification of security staff.
- Prepare reports as required
- Performs other related duties as assigned.
- Ensures compliance with federal, state, and local safety laws, regulations, codes, and rules.

Knowledge and Skills:

- Extensive knowledge of security procedures, systems, and equipment.
- Excellent verbal and written communication skills.
- Proven ability as a trainer.
- Excellent observation and organizational skills and attention to detail.
- Excellent management and supervisory skills.
- Ability to work with confidential and classified information.
- Ability to identify issues, formulate opinions, make conclusions, and recommendations.
- Demonstrates professional competence
- Conscientious and efficient in meeting commitments, observing deadlines, and achieving results
- Ability to remain calm in stressful situations.
- Works collaboratively with colleagues to achieve organizational goals

Qualifications:

- Bachelor's degree in related field
- Three years of security-related experience preferred.
- Act 235 Certification
- CPR Certified
- Three years of service in law enforcement or military police (preferred)
- Certification in safety and security or Security Specialist Certification (preferred)