

The Cheadle & Marple College Network

Job Reference: 780

PERSON SPECIFICATION

ROLE:	Community Security Officer
Experience	<ul style="list-style-type: none"> • Dealing effectively with people at all levels • Previous comprehensive experience of building and site security role • Experience of college security requirements • Experience in an educational setting
Skills & Abilities	<ul style="list-style-type: none"> • Good interpersonal skills • Good organisational skills • IT skills ie E-mail, word and excel • To constructively challenge non-compliance and unacceptable behaviour • To deal effectively and professionally with potential and actual incidents of conflict • To understand and implement organisational practise and procedures within your role • Ability to remain calm under pressure • To be aware of and respect line management reporting requirements
Qualifications & Training	<ul style="list-style-type: none"> • SIA – or willing to work towards • Current DBS
Motivation & Personality	<ul style="list-style-type: none"> • Ability to prioritise tasks • Excellent interpersonal skills • Flexible and adaptable • Able to work on own initiative • Commitment to H&S awareness • Understand, promote and safeguard the safety and welfare of students
Professionalism	<ul style="list-style-type: none"> • Excellent attendance and punctuality record • Support for and adherence to college policies • Willingness to engage in further training and development • Ability to promote and safeguard the welfare of students and staff
Flexibility	<ul style="list-style-type: none"> • Willing to embrace new challenges • Openly share information with the team • Willingness to participate in evaluation and monitoring processes
Interpersonal Skills and Communication	<ul style="list-style-type: none"> • Ability to communicate effectively, orally and in written form • Ability to motivate and promote effective relationships with and between, students, colleagues, and the wider community • A team player, but able to work on own initiative • Conscientious but with a commitment to work life balance