# **United Kingdom Jobs Expertini®**

## **Security Officer - Coventry Distribution Centre**

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Company: Halfords

Location: United Kingdom

Category: other-general

**LOCATION:** Coventry Distribution Centre

#### 1. JOB PURPOSE

To protect company property and colleagues by maintaining a safe and secure environment.

#### 2. JOB CONTEXT

The role forms part of the Profit Protection Function.

The purpose of this function is to:

Pro-actively protect company property and assets from vandalism, theft, fire and illegal activity.

Provide a safe, secure and courteous environment for colleagues and visitors.

Deliver a cost effective and value for money service.

### Duties to include, but not limited to:

Monitor and control access at building/site entrance/exit points

Manage the access control system

Monitoring and controlling CCTV cameras and recording systems

Opening and securing of site

Key holder/on call

Setting/ un-setting of alarm system and interrogation of panels Conducting searches of personnel, bags and vehicles CCTV reviewing to support Investigations of store discrepancies Investigating incidents of internal/external theft Liaising with the emergency services, police, ambulance and fire service to resolve issues and maintain security and service Collecting statements and evidence in reported allegations Escalating incidents when required to Responding to emergency situations as they arise Patrol randomly or regularly building and perimeter to prevent and detect signs of intrusion, restricted areas are secure, parking violations etc Producing written reports First Aid (If trained) Fire Safety Safety Audit Out of hours supervision of contractors Out of hours incident controller The job requires close working links with the Profit Protection team and Distribution management.

#### **Cross References and Citations:**

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