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# Example of Safety & Security Manager Job Description

Our growing company is looking for a safety & security manager. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for safety & security manager

* Assesses and oversees investigations at corporate and owned and managed properties
* Facilitate Safety & Security Workshop
* Provides technical advice and project management services (CCTV, locks, access control, fire safety, asset protection) for system improvements, upgrades and new build projects
* Coordinates special projects as directed by Director Safety & Security Asia Pacific
* Ensures communication plan from the Director Safety & Security Asia Pacific, Senior Leadership is implemented
* Assists hotels with counter terrorism response to increased threat levels
* Coordinates and assists teams as part of the crisis management plan
* Manages the hotel audit programme at agreed frequencies with appropriate follow-up reports, benchmarking and recommendations to the Director Safety & Security Asia Pacific, hotel GMs and Operations Vice President for assigned hotels
* Directs the development and administration of Risk Management for Asia Pacific
* Liaises with enforcement authorities on company issues

## Qualifications for safety & security manager

* Knowledge of current security technology including access control, CCTV, identification and special applications
* Managing complex large-scale or multiple mid-sized technical projects (5 years)
* University degree in Human Resource Management
* CHRP or CHRL designation preferred
* Directs health and safety, fire risk assessments (as applicable) in studies of selected locations and HACCP reviews as required
* Oversees the implementation and use of the Safety & Security Profile/audit tool for hotels