



Job Advertisement – Security Advisor (Part-Time)

Brief:	The German School Nairobi is seeking to fill the post of Security Advisor (Part-Time) who will work eight (8) hours per week.
Start Date:	According to negotiations.
Environment:	The German School Nairobi is a recognized and widely acknowledged German School abroad with over 300 students from Kindergarten to Upper Secondary School.
Job Profile Summary :	<p>To provide leadership and support in the Security Department.</p> <ul style="list-style-type: none"> ▪ Provide security advice and technical guidance as it relates to the School operating context and during critical incidents. ▪ Establish, manage, and nurture relationships and networks with agencies and organizations involved in the sector for networking and sharing of information. ▪ Supervise the provision of security coverage of entry points throughout the School to prevent the entry of unauthorized person(s) and the unauthorized removal of School property. ▪ Develop Contingency plans for the School's operations to include evacuation protocols and arrangements for staff, major mobile assets, and critical documentation. ▪ Develop and manage the annual security budget recommending security investment. ▪ Ensure that all staff and visitors are properly trained and inducted on personal security and kept updated by regular sharing of security updates. ▪ Ensure that all security-related risks are mitigated and regular training, drills and audits are conducted regularly to ensure security incident preparedness. ▪ Maintain and update the Security Risk register ensuring that all security risks are identified and risk mitigation measures provided. ▪ Provide leadership to a security team through supervision, coaching, and mentoring.
Employer Benefits:	<ul style="list-style-type: none"> ▪ Integration into a dedicated and open-minded multicultural team at the school. ▪ An interesting and lively working environment ▪ Appropriate salary with competitive additional benefits. ▪ Two (2) year service contract and optional extension.
Qualifications:	<ul style="list-style-type: none"> ▪ Degree or Diploma in any security-related course. ▪ Proven working experience as a Security Advisor or a similar role. ▪ Strong attention to detail, tact, and diplomacy. ▪ Broad knowledge and experience in surveillance techniques, emergency response skills, hazards, and security threats. ▪ Good interpersonal and customer care skills. ▪ Working experience in a school will be an added advantage.
Application procedure	<p>Your application including:</p> <ul style="list-style-type: none"> ▪ Curriculum Vitae ▪ Copies of certificates <p>Should be submitted to the attention of the HEAD OF ADMINISTRATION via email to applications@germanschool.co.ke</p>