

POSITION DESCRIPTION



SECURITY SUPERVISOR

Position No.	MEL2311
Vacancy Type	Internal & External
Classification	PSI 7
Salary	Rs. 25,700 x 600 – 27,500 x 800 – 37,100 x 1,000 – 46,100.
Employment Type	Permanent position
How to Apply	<p>Online applications are preferred. For online application and downloading Application Form, please visit: https://mauritiusmetroexpress.mu/job-vacancies/?lang=en</p> <p>Via email: Applications together with scanned copies of academic qualifications can also be emailed to: - career@metroexpressltd.org</p> <p>Via post: Applications together with scanned copies of academic qualifications can also be addressed to: - Human Resources Manager Metro Express Limited, Level 3, SICOM Tower, Wall Street, Ebène 72201</p> <p>The envelope or the title of the email should be clearly marked “Security Supervisor”.</p>
Position deadline	Monday, 01 May 2023 Application made without completed MEL Application Form and received after the closing date will not be considered.

Job Title:
Security Supervisor

Reporting Line:
Manager, Safety, Security, Risk, Environment and Quality

Function/Division:
Safety, Security, Risk, Environment and Quality

Qualifications:

- (i) Possess a Bachelor of Science or Arts in Safety Management, Engineering or any relevant discipline from a recognised University or an equivalent qualification acceptable to the Board of MEL;
- (ii) Have minimum 3 years’ experience in a safety supervisory capacity with good experience working in the field of security;

Location: Ebene/Richelieu

Attributes:

- a) Possess excellent written and verbal communications skills with good interpersonal skills;
- b) Detail oriented and strong surveillance skills;

The duties and responsibilities include but not limited to:

1. Handle the team of security guards. These guards may be out-sourced;
2. Arrange all the shifts, weekly offs, leaves etc., for the security guards;
3. Conduct inspection and cover all the vulnerable spots;
4. Prepare reports for MEL on the happenings that take place in their workplace;
5. Conduct surprise inspections to see if all security guards are in their assigned places;
6. Train all the new security guards regarding all the security protocols of MEL; and
7. To perform such other duties related to the main duties listed above or related to the roles ascribed to him.

MEL reserves the right not to fill any vacancy following this advertisement and to call for interview only the best qualified candidate.