



Senior Security Officer – Grade KPC 5

a) Job Specifications

- i. Develop, implement and monitor security strategies, policies and standards in line with the Company's mission and vision.
- ii. Provide advisory services to the company on all matters related to security.
- iii. Liaise with national security agencies to ensure security of Company's assets and business operations.
- iv. Oversee Incident Response Plan and investigations into security breaches against the Company's.
- v. Manage, train and monitor outsourced security service providers to meet KPC's security objectives and enhance performance.
- vi. Carry out intelligence gathering and investigations
- vii. Maintain an up to date record of security incidents and trends and reporting for management information and action.
- viii. Advise the Company on security related matters affecting the Company's business and operations.
- ix. Liaison with the provincial administration at all levels on administration matters concerning the security of the Kenya Pipeline.
- x. Participate in vetting of hired/contracted security firms by Kenya Pipeline Company
- xi. Participate in the development and implementation of appropriate controls for all admissions within the operational areas and offices.
- xii. Participate in provision protection and safety of company life, properties and assets.
- xiii. Supervision of all security officers, hired guards and attached police officers
- xiv. Maintain fully documented enquiry files in respect of investigation concerning matters of criminal nature
- xv. Initiate and maintain the company's security key holders in safe custody and emergency call out procedure
- xvi. Maintain security records in respect of Vehicle and visitor's movement, Lost and found registers, Gate passes and Consignment records.

b) Person Specification

- i. Bachelor's Degree in security related studies from a recognized university
- ii. Must have served for a minimum of six (6), two (2) year of which must have been at the level of a Superintendent of Police or equivalent and above or its equivalent experience with a clean record of discharge from any of the disciplined forces
- iii. Have with a clean record of discharge from any of the disciplined forces
- iv. Supervisory course lasting not less than two (2) weeks
- v. Proficiency in computer applications
- vi. Demonstrated competency in work performance

c) Key Skills and Competencies

- i. Effective communication and interpersonal skills
- ii. Ability to write reports
- iii. Must be able to work long hours
- iv. Ability to work under own initiative and also as part of a team
- v. Flexibility and responsiveness in handling and determining security related issues.
- vi. Demonstrate professional approach and appearance including enthusiasm, drive, commitment, honesty, trust and loyalty
- vii. Flexibility and responsiveness in handling and determining security related issues
- viii. Demonstrate professional approach and appearance including enthusiasm, drive, commitment, honesty, trust and loyalty

APPLICATION REQUIREMENTS

Interested candidates are requested to visit the KPC website www.kpc.co.ke under the Career Opportunities section where the Job Descriptions and Specifications as well as the User Manual containing instructions on how to apply for the positions have been posted.

All applications should be received not later than **Tuesday, 8th February 2022.**

Kenya Pipeline Company is an equal opportunity employer committed to diversity and gender equality. Women and persons with disability are encouraged to apply.

Please note that only shortlisted candidates will be contacted. Any form of canvassing will lead to automatic disqualification.