



CHIEF SECURITY OFFICER (SYSTEMS & INTELLIGENCE) – GRADE KPC 4 Job Ref No. KPC/ADVT/25/2023 (1post)

a) Job Description

- 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 in their respective functional areas.
- iii. Liaising with national security agencies to ensure security of Company's assets and business operations.
- iv. Carry out intelligence gathering and investigations.
- v. Overseeing Incident Response Plan and investigations into security breaches against the Company's.
- vi. Maintain an up-to-date records of security incidents and trends and reporting for management information and action.
- vii. Advise the Company on security related matters affecting the Company's business and operations.
- viii. Ensure agreed search procedures are used at all company's workstations to deter and detect attempts to remove property from company premises.
- ix. Advise the Company on security related matters affecting the Company's business and operations.
- x. Provide technical leadership to multidisciplinary teams to enable them develop, implement and evaluate strategic corporate plans and budgets aimed at improving organisation performance.
- xi. Develop and implement strategies for creating a high performing organizational culture based on transparency, integrity, accountability, performance measurement and results to ensure that programme activities are undertaken on sound management principles and practices.
- xii. Initiate and participate in organizational performance reviews and business process improvement programmes as well as undertake special investigations aimed at improving organizational effectiveness.
- xiii. Review incidents of violations against organizational policy and regulations as well as handle employee disputes and take appropriate action in line with approved policies, procedures and regulations.
- xiv. Plan, monitor and evaluate the performance of staff against set targets and objectives and implementing development action plans aimed at building the capacity of individuals and multi-disciplinary teams.
- xv. Perform any other duties relevant to the function.

b) Person Specification

- i. Bachelor's Degree in Security related studies from a recognized university.
- ii. Must have served for a minimum of eight (8) years, out of which three (3) year must have been at the level of a Senior Superintendent of Police or equivalent and above or its equivalent experience.
- iii. Have with a clean record of discharge from any of the disciplined forces.
- iv. Proficiency in Crime/Investigation Management.
- v. Knowledge in Cyber Security.

- vi. Proficiency in computer applications.
- vii. Demonstrated competency in work performance.

c) Key Skills & Competencies

- i. Effective communication and interpersonal skills
- ii. Ability to write reports.
- iii. Must be able to work long hours.
- iv. Ability to take 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.
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