



<https://www.dakricartons.com/job/security-guard/>

Security Guard

Job Description

Overview: Ensuring the security of Dakri Cartons Ltd. premises is crucial. As a uniformed and trained professional, your responsibilities include preventing unauthorized access, deterring vandalism, safeguarding against equipment sabotage or theft, and promptly responding to suspicious activities.

Tasks and Responsibilities

- Monitor surveillance cameras
- Conduct regular inspections and patrols
- Respond to alarms and emergency calls
- Apprehend trespassers
- Enforce safety measures
- Adhere to security industry regulations
- Investigate suspicious activities and disturbances
- Document incidents and observations in reports
- Assist visitors, employees, or customers with directions, information, or security concerns
- Coordinate with law enforcement agencies or emergency services when necessary
- Identify potential security risks and vulnerabilities, recommending mitigating measures
- Log issues requiring maintenance team assistance on CMMS – Computerized Maintenance Management System
- Adhere to Dakri Cartons Ltd Quality Management System (QMS) and lean management principles
- Complete assigned training via e-learning platforms or company-provided methods

Health and Safety Obligations

- Take reasonable care for personal safety and the safety of others
- Wear provided personal protective equipment when necessary
- Report loss, destruction, or defects in protective equipment
- Avoid mobile phone use and remain alert, especially when working with equipment
- Perform tasks as assigned and report any potential safety risks promptly
- Complete safety and educational training through e-learning platforms or other provided methods
- Inform the superior of any medication that may cause drowsiness
- Willful or reckless damage to safety-related equipment is considered an offence

Required Qualifications

Work experience:

- Computer literate

Hiring organization

Dakri Cartons

Employment Type

Full-time

Date posted

February 13, 2024

Legal Requirement:

- Character certificate

Soft Skills – Communication:

- Body language
- Physical communication
- Writing
- Listening

Soft Skills – Personal:

- Stress management
- Self-confidence
- Adaptability
- Self-leadership

Soft Skills – Creativity:

- Problem-solving
- Critical thinking

Soft Skills – Professional:

- Basic customer service

Technical Expertise:

- Prospecting
- General housekeeping
- Basic health & safety
- Basic first aid
- Fire drill
- CMMS – Computerized Maintenance Management System training
- EdApp training (usage instructions)

Lines of Communication

- Infrastructure Manager

Working Conditions

- Contribution required from 5 pm to 7 am next day, Monday to Friday
- Work on Saturday and Sunday if required

- Probation period of 1 year, followed by employment assessment