

Security Manager

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Company: Hilton Hotels & Resorts

Location: Buenos Aires

Category: arts-design-entertainment-sports-and-media

A Security Manager directs security personal to deliver a safe Guest and Member experience while coordinating with government and law enforcement and ensuring compliance with local safety legislation and emergency procedures.

What will I be doing?

As a Security Manager, you are responsible for directing and coordinating the activities of security personnel, coordinating with government and law enforcement agencies, and organising patrolling of the property to deliver a safe Guest and Member experience. A Security Manager will also be required to liaise with the Hilton Safety/Security director on important matters and ensure that hotel is in compliance with all local safety regulations and emergency procedures. Specifically, you will be responsible for performing the following tasks to the highest standards:

Maintain good communication and work relationships in all areas of the hotel

Coordinate with government and law enforcement agencies as necessary

Coordinate additional personnel for Conference and Banqueting functions

Organise patrolling of all boundary areas, bedrooms, offices, storage areas, public areas, and function rooms

Assist the hotel in complying with Local Fire Safety Legislation

Assist the hotel with Local Safety Legislation being specifically responsible for compliance of the security department

Ensure tours are carried out for the purpose of fire prevention, safe means of escape, and security

Inquire as necessary into and report upon any thefts within the hotel using your discretion in connection with any of these matters that you deem should be reported to the police

Liaise with the Hilton Safety/Security director on the implementation of Company Policies, guides, and matters of mutual interest

Direct and coordinate the activities of all security personnel, engage in the implementation of safety and security procedures for the department, and provide assistance and advice to other departments in relation to security

Prepare incident reports

Liaise with Departmental Heads to ensure hotel staff is aware of their security responsibilities

Plan, deliver and facilitate regular staff awareness training

Be fully conversant of company terrorist procedures and convey to staff

Be fully conversant with hotel Fire and Emergency procedures

Responsible for management of key control within all departments

What are we looking for?

A Security Manager serving Hilton brands is always working on behalf of our Guests and working with other Team Members. To successfully fill this role, you should maintain the attitude, behaviours, skills, and values that follow:

Organised and systematic approach to problem solving

Security industry experience in managerial capacity

Ability to listen and respond to demanding guest needs

Excellent leadership, interpersonal and communication skills

Accountable and resilient

Committed to delivering high levels of customer service

Flexibility to respond to a range of different work situations

Good grooming standards

It would be advantageous in this position for you to demonstrate the following capabilities and distinctions:

Previous experience in same or similar role

First Aid

Fire fighting qualification

IT proficiency

Fire combat training

Advance english

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