



Job Vacancy

Vacancy Details

Job Title:	Security Officer / Concierge
Type:	Permanent
Location:	High Wycombe
Hours:	40 Hours per week
Pay Rate:	£9.25 per hour

We are currently looking to recruit an experienced Corporate Security Officer / Concierge to join our team delivering high standard security services in a front of house environment for one of our hospitality and leisure clients. This is a full time, permanent role working nights between 20:00 and 07:30 on a four on, four off roster pattern and averaging around 40 hours per week.

This is very much a front of house role and as such excellent levels of customer service need to be maintained at all times. Your main function will be to ensure the safety and security of our clients' buildings, their guests and visitors by carrying out all duties in line with the site assignment instructions.

Typical duties will include controlling access to the site, general reception duties, concierge work, handling guest queries, handling general enquires, responding to alarms, incident handling and other general security related duties.

In return, we are offering a pay rate of £9.25 per hour, 20 days annual leave, a company contributed pension, paid training, enhanced payments on a bank holiday, a sick pay scheme and full uniform.

The ideal candidate should have:

- Prior experience working within the security industry, preferably in front of house roles
- A valid frontline SIA licence (Security Guarding, Door Supervision or Close Protection)
- Unrestricted right to work on a full-time basis in the UK
- Excellent written and verbal communication skills
- Strong IT Skills
- A full UK driving licence and reliable own transport

Please note that due to the requirements of the role all individuals who are successful will need to undergo security screening to BS 7858. If you are interested in applying then please submit a fully up to date CV for review.

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