



Applications are invited from suitably qualified candidates for the following position.

**Security Services Manager
Professional 6 (P6)
Estates Office
Permanent**

Dublin City University

Dublin City University (DCU) is a leading innovative European University. It is proud to be one of the world's leading Young Universities and is among the world's top 2% globally. DCU is known as Ireland's University of Impact, with a mission to 'transform lives and societies' and focuses on addressing global challenges in collaboration with key national and international partners and stakeholders.

DCU has over 20,000 students in five faculties spread across three academic campuses in the Glasnevin-Drumcondra area of North Dublin. Thanks to its innovative approach to teaching and learning, the University offers a 'transformative student experience' that helps to develop highly sought-after graduates. DCU is currently No. 1 in Ireland for Graduate Employment Rate, and for graduate income (CSO).

DCU is a research-intensive University and is home to a number of SFI-funded Research Centres. The University participates in a range of European and international research partnerships. DCU is also the leading Irish university in the area of technology transfer as reflected by licensing of intellectual property.

As a 'People First' institution, DCU is committed to Equality, Diversity and Inclusion - a University that helps staff and students to thrive. The University is a leader in terms of its work to increase access to education, and is placed in the world's Top 10 for reducing inequalities in the Times Higher Education Impact Rankings.

Overview of the Department

The Estates Office is responsible for the management of the University's physical assets and the provision of operational services and capital development across a multi-campus environment. There is a requirement for an experienced Security Services Manager to join the existing Estates team to manage a

significant demand across a multi campus organisation now comprising 75 buildings across 6 campus locations extending to 250,000m² a further 60,000m² will be added following completion of the current Campus Development Plan. While this position is University wide, it is envisaged the post holder will predominantly be based on the Glasnevin Campus. The post holder, at times will be required to provide services across all University campuses including travel between campuses to carry out duties as the need arises.

Role Profile

Reporting, to the Operations Manager or their nominee, the post-holder will assist in all aspects of the management of the campus physical resources and security in line with the provision of the various support functions carried out by the Estates Office as required with a focus on using best business practice. We are now seeking to recruit a Security Services Manager who will have responsibility to implement the current Security Services strategy with an emphasis on planning, quality management, risk mitigation and budget management.

An essential requirement of the role will be to provide out of hours Estates management presence on campus for critical incidents, agreed events and management oversight of the procured contract service provider.

Duties and Responsibilities

Please refer to the job description for a list of duties and responsibilities associated with this role.

Minimum Internal Service Criteria

Please note that [internal service criteria](#) will apply

Please note staff must have successfully completed their probationary period

In addition to the [internal service criteria](#), the ideal candidate will have

- A minimum of 8 years of years of relevant experience in a similar environment with 3 - 5 years in a managerial role as well as relevant industry links and associations
- display proven experience of various Campus Services to include demonstrable experience of managing large service contracts and associated budgets in a highly complex environment, with success in a similar service environment

- demonstrate the ability to make decisions on complicated matters, to work with a high degree of professional effectiveness (meeting deadlines, prioritising, delivering quality work etc.) whilst maintaining discretion
- demonstrate an ability to communicate information very accurately and apply good judgment, such as deciding when issues should be escalated
- display the ability to work well within a team, demonstrate flexibility, responsiveness and a service focus
- demonstrate experience of playing a high level support role in the implementation of change.
- have a comprehensive knowledge of Security Services, Emergency Planning & Response, Health & Safety and the associated regulatory environment and sound experience and working knowledge of Car parking management, CCTV, Access control and Intruder Alarm systems.

Essential Training

The postholder will be required to undertake the following essential compliance training: Orientation, Health & Safety and Data Protection (GDPR). Other training may need to be undertaken when required.

Salary Scale:

Professional 6 - €58,408 - €83,204

Appointment will be commensurate with qualifications and experience and in line with current Government pay policy

Closing date: Tuesday, 30th May 2023

For more information on DCU and benefits, please visit [Why work at DCU?](#)

Informal Enquiries in relation to this role should be directed to:

Mr Darragh Power, Operations Manager, Estates Office, Dublin City University.

Email: darragh.s.power@dcu.ie

Please do not send applications to this email address, instead apply as described below.

Application Procedure:

Application forms are available from the DCU Current Vacancies website at https://www.dcu.ie/hr/hr-current-vacancies-internal-competitions?check_logged_in=1

Applications should be submitted by e-mail with your completed application form to hr.applications@dcu.ie

Please clearly state the role that you are applying for in your application and email subject line:
#RC230215 Security Services Manager

Dublin City University is an equal opportunities employer.

In line with the Employment Equality Acts 1998 – 2015, the University is committed to equality of treatment for all those who engage with its recruitment, selection and appointment processes.

The University's Athena SWAN Bronze Award signifies the University's commitment to promoting gender equality and addressing any gender pay gaps. Information on a range of university policies aimed at creating a supportive and flexible work environment are available in the DCU Policy Starter Packs