



Security Services Operative (GSO 2)
Estates Office
Permanent

Dublin City University

Dublin City University (DCU) is a young, ambitious and vibrant university, with a mission ‘to transform lives and societies through education, research, innovation and engagement’. Known as Ireland’s ‘University of Enterprise’, DCU is a values-based institution, committed to the delivery of impact for the public good. DCU was named Sunday Times Irish University of the Year 2021.

DCU is based on three academic campuses in the Glasnevin-Drumcondra region of north Dublin. More than 18,000 students are enrolled across five faculties – Science and Health, DCU Business School, Computing and Engineering, Humanities and Social Sciences and DCU Institute of Education.

DCU is committed to excellence across all its activities. This is demonstrated by its world-class research initiatives, its cutting-edge approach to teaching and learning, its focus on delivering a transformative student experience, and its positive social and economic impact. The university continues to develop innovative programmes in collaboration with industry, such as the DCU Futures suite of degrees, which are designed to equip graduates with the skills and knowledge required in a rapidly evolving economy.

DCU’s pursuit of excellence has led to its current ranking among the top 2% of universities globally. It is also one of the world’s Top Young Universities (QS Top 100 Under 50, Times Higher Top 150 Under 100). In the Times Higher Education University Impact Rankings 2021, DCU ranked 23rd in the world for its approach to widening participation in higher education and its ongoing commitment to eradicating poverty, while it ranks 38th globally for its work in reducing inequality and 89th globally for gender equality.

The university is ranked 23rd in the world and first in Ireland for its graduate employment rate, according to the 2020 QS Graduate Employability Rankings. Over the past decade, DCU has been the leading Irish university in the area of technology transfer, as reflected by licensing of intellectual property.

Overview of the department

The Estates Office is responsible for the management of the University's physical assets and the provision of operational services across a multi-campus environment. There is a requirement for a Security Operative to join the existing Estates Office in-house Security team. While this position is initially based on the Glasnevin Campus it is envisaged that the post holder may 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 Head of Estates or nominee, the position requires a flexible approach to work as the duties of Security Services Operative change in line with the needs of a dynamic University environment. The hours of work are based on a Monday - Friday 2 shift pattern (Shift 1 - 08:00 to 16:00 and Shift 2 -16:00 to 00:00). The team roster switching from Shift pattern 1 to Shift pattern 2 week to week.

Duties and Responsibilities

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

Qualifications and Experience

Requirements

- Applicants should have a suitable level of education and at least 3 years' relevant experience.
- A full current driving license is essential.

Attributes

- Excellent Verbal and Written Communication Skills and an ability to positively interact with both internal and external stakeholders including flexibility to be able to adapt to stakeholder requirements.

Mandatory Training:

The post holder will be required to undertake the following mandatory compliance training: University Orientation, Health & Safety, Manual Handling, First Aid, Customer Service, Cyber Security and Data Protection (GDPR). Other training may need to be undertaken when required.

Salary Scale: €689.41 - €782.64 per week (General Services Operative II)

Appointment will be commensurate with qualifications and experience, and will be made on the appropriate point of the General Services Operative II salary scale in line with current Government pay policy.

Closing Date: Wednesday, 3rd August 2022

Informal Enquiries:

Informal enquiries may be addressed to Mr. Raymond Wheatley at raymond.wheatley@dcu.ie or Tel: +353 (01) 7005142

Application Procedure:

Application forms are available from the DCU Current Vacancies website at <https://www.dcu.ie/hr/vacancies-current-vacancies-external-applicants>

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:

#BC211115 Estates Security Services Operative II.

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](#)