



Applications are invited from suitably qualified candidates for the following position

**Security Services Operative II
Estates Office
Permanent**

Overview

Dublin City University is widely recognised as a dynamic and innovative institution that is distinguished both by the quality and impact of its graduates and by its focus on the translation of knowledge into societal and economic benefit. Having grown its student population by more than 50% in the past five years, DCU is Ireland's fastest growing University and today hosts more than 17,000 students across its three academic campuses (DCU Glasnevin Campus; DCU St. Patrick's Campus; DCU All Hallows Campus). With five campuses in total (three focused on Academic matters, one on Innovation, and one on Sports) in close proximity, DCU now has a substantial footprint in the Glasnevin-Drumcondra region of North Dublin.

Role Profile

The Estates Office is responsible for the management of the University's physical assets and the provision of facilities services in a multi-campus environment. We now have a requirement a Security Service Operative to supplement the existing team ensuring security operational requirements are delivered to a high standard. While this position is primarily based on the St Patrick's Campus, it is envisaged the post holder may be required to provide services at any of the University campuses including travel between campuses, to carry out duties and training from time to time as the need arises.

Duties and responsibilities:

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

Requirements/Qualifications:

- Applicants should have the required level of education and at least 3 years' relevant experience, preferably in a campus based security role

- Excellent communication skills and demonstrable experience and ability to positively interact with both Internal and External Stakeholders is essential
- A full current driving license is essential.

Mandatory Training:

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

Salary Scale: €671.09 - €763.40 per week (General Services Operative II), Inclusive of shift allowance.

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: Thursday 14th of January 2020

Informal enquiries should be directed to:

Mr. Stephen Toomey Operation Manager, Estates Office, Dublin City University

E-mail: stephen.toomey@dcu.ie

Tel: +353 (01) 7005142

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

Application Procedure

Application forms are available from the DCU Internal Vacancies website at <https://www.dcu.ie/hr/vacancies/current.shtml>.

Applications must be submitted by e-mail to hr.applications@dcu.ie

Please clearly state the role that you are applying for in your application and email subject line: Job Ref #BC2205 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