



## JOB OPENING AT NAWEC

The National Water and Electricity Company (NAWEC) is pleased to invite suitably qualified individuals to apply for the vacant position of **Security Supervisor** who will oversee and coordinate security operations across NAWEC facilities

### Job Description NAWEC

<b>Position</b>	<b>Security Guard Supervisor</b>
<b>Role Summary</b>	The Security Guard Supervisor is responsible for overseeing daily security operations, supervising security staff, and ensuring the safety and protection of company employees, assets and premises. The role involves coordinating guard schedules, monitoring compliance with security protocols, and responding to incidents effectively
<b>Reporting Relationships</b>	Technical Works Officer - Facilities/Property Maintenance
<b>Duties and Responsibilities</b>	<ul style="list-style-type: none"> <li>• Supervise, train and evaluate security guards to ensure compliance with company security policies and procedures.</li> <li>• Develop and implement duty rosters, patrol schedules and site assignments.</li> <li>• Monitor access control systems, CCTV operations and incident reports.</li> <li>• Conduct regular site inspections to ensure guards are alert, disciplined and properly deployed.</li> <li>• Investigate security breaches, incidents or suspicious activities and escalate as needed.</li> <li>• Coordinate with law enforcement, emergency services, and internal departments during emergencies.</li> <li>• Maintain accurate security logs, reports and documentation.</li> <li>• Ensure compliance with legal and regulatory requirements related to corporate security.</li> <li>• Recommend improvements in security procedures, training and technology.</li> <li>• Foster a culture of vigilance, surveillance, professionalism and customer service among the security team</li> </ul>
<b>Requirements and Qualifications</b>	<ul style="list-style-type: none"> <li>• High school diploma or equivalent</li> <li>• Diploma/degree in Security Management or related field is an advantage</li> </ul>

	<ul style="list-style-type: none"> <li>• 3 years of experience in security services, with at least 1 year in a supervisory role.</li> <li>• Strong knowledge of corporate security practices, emergency response and access control.</li> <li>• Proficiency with CCTV, alarm systems, and security technologies.</li> <li>• Excellent leadership, communication, and conflict resolution skills.</li> <li>• Ability to remain calm under pressure and make quick, effective decisions.</li> <li>• Physical fitness to perform patrols, respond to incidents and manage emergencies.</li> <li>• Security license/certification as required by local regulations.</li> </ul>
<b>Salary Grade</b>	<b>E</b>
<b>Competency</b>	<b>Detail</b>
<b>Interpersonal</b>	Interact with others properly
<b>Conceptual</b>	Strong attention to detail and protective agile skills
<b>Flexibility</b>	Flexibility with working hours and ability to work with extended hours during emergencies or special events to work under pressure when required
<b>Communication</b>	Good communication with the ability to provide clear instructions and feedback.
<b>Ethics</b>	Strong ethics and reliability
<b>Basic Management</b>	Strong team management skills
<b>People</b>	Deals with staff in an open and fair manner

**How to Apply.** Please send an e-mail to [recruitment@nawec.gm](mailto:recruitment@nawec.gm) referencing the position being applied for along with a curriculum vitae and cover letter in PDF format.

The closing date for receipt of applications is **30<sup>th</sup> November 2025**, by close of business.