

CITY OF MANCHESTER

HUMAN RESOURCES DEPARTMENT

ONE CITY HALL PLAZA

MANCHESTER, NH 03101

TEL: 603-624-6543 (VOICE/TTY)

FAX: 603-628-6065

APPLY ONLINE AT: www.Manchesternh.gov



SECURITY MANAGER

(Announcement # R-063-14)

Grade 22

Salary Range: 59,891.09 – 85,390.00 per year – plus extensive benefits package

Exempt

THE JOB:

Plans, reviews and evaluates the City's security and safety prevention programs for the protection of city assets and employees. Develops and implements a wide variety of security and safety prevention programs for the City's municipal and School District's facilities. Works with various City Departments ensuring compliance with all federal and collective bargaining drug and alcohol testing requirements, conducts employee investigations, and new hire background investigations, manages and programs the City and School District alarm and access control systems; performs directly related work as required. The work is performed under the supervision of the Director of Human Resources. Experience with DMP, Synergistics, Aimetis, Genetec, and Datacard a plus.

MINIMUM

QUALIFICATIONS:

Graduation from an accredited college or university with a Bachelor's Degree in Security Management or a related field; and extensive security and safety experience; or any equivalent combination of experience and training which provides the knowledge, skills and abilities necessary to perform the work. Certified Protection Professional (CPP) is desired.

NOTE: Offer of hire conditional on candidate's ability to perform essential job functions, with or without accommodations, as determined by medical exam, including alcohol and drug tests and a comprehensive background check.

APPLICATION

PROCEDURES:

Candidate must complete a city of Manchester Employment Application available at City of Manchester website www.manchesternh.gov/jobs or in person at HR Dept. City Hall Annex.

OPENING DATE:

Thursday, December 4, 2014

CLOSING DATE: Friday, December 26, 2014

OFFICE HOURS:

Office Hours: Monday through Friday, 8:00 AM to 5:00 PM

**The City of Manchester is an
Equal Employment Opportunity Employer**

*****PLEASE POST*****

THIS DOCUMENT IS AVAILABLE IN ALTERNATE FORMATS UPON REQUEST