

JOB DESCRIPTION – TEAM LEADER

Title: Team Leader

Classification: Full time

Location: Goa Airport, MOPA

Job Purpose:

To work as the Security Officer & lead the security team being deployed at the site 'Goa Airport – MOPA'.

Main Duties & Responsibilities:

1. He will act as Single Point of Contact (SPOC) for security related issues
2. Daily Briefing / Update the client on security aspects
3. Address the on-site security concerns / issues on priority
4. Control attrition & keep the security team motivated through timely counselling / training
5. Grievance of guarding personnel will be addressed & resolved timely
6. On-Site Training plans & monitoring
7. Attendance will be monitored for the correct deployment as per the approval
8. Leave planning will be done for the security team
9. Briefing / Debriefing will be done before mounting the guarding personnel on duty
10. Assist the client in case of any requirement to interact with Police / Public
11. Intelligence / Vigilance report through developing network in & around the client place
12. Contributing information & recommendations to strategic plans & reviews
13. Plan security audits & suggest on improved plans / restructuring of deployment

14. Order security related supplies & equipment as needed to keep the force always ready
15. Respond to medical emergencies / bomb threats / fire alarms / intrusion etc.,
16. Report Making / Presentation on internal investigations / losses / sabotage
17. Identify / Investigate / Resolve security breaches
18. He will bridge between RAXA & CLIENT

Eligibility:

- Graduate of any discipline from a recognised university
- Minimum of 10+ years of working experience in similar industry OR an ex-service person
- Good interpersonal skills including the ability to act with tact, sensitivity & diplomacy
- Ability to monitor, maintain and improve present policies & procedures of the security operations
- Ability to work flexible hours on a 24 hours per day 365 days per year shift pattern including weekends and holidays as required