

Position: Security Supervisor	Employment Regime: Seconded/Contracted	Post Category: Assistant Level AL-2
Ref. number: 104	Location: The Hague, the Netherlands	Availability: ASAP
Component/Department/Unit: Kosovo Specialist Chambers/ Division of Administration/ Security and Safety Unit	Security Clearance Level: EU SECRET	Open to Contributing Third States: No

Reporting Line:

The Security Supervisor reports to the Senior Security Supervisor.

Main Tasks and Responsibilities:

- To ensure effective delivery of operational court and building security services to meet the organisational security requirements at the premises of the Specialist Chambers and Specialist Prosecutor's Office within a 24-hour shift system;
- To ensure/monitor enforcement and adherence with applicable institutional policies and procedures;
- To coordinate the operational services with applicable internal and external interlocutors supporting court and building services, including the staff work planning and attendance reporting;
- To ensure the safety and security of all staff members, visitors and others whilst on the premises of the Kosovo Specialist Chambers and Specialist Prosecutor's Office;
- To ensure that all remitted tasks comply with best practice approach to meet operational requirements, fiscal responsibility and duty of care to staff, detainees and visitors;
- To ensure and monitor the subordinate staff compliance and competence in all work practices, operational policies and institutional objectives through performance reporting, disciplinary process compliance and staff development through the identification of training needs;
- To coordinate the incident response process in line with the established procedures and operate the Security Control Room, including technical systems, such as CCTV, Intrusion detection, fire alarm and communications systems;
- To attend and successfully complete all applicable mandatory training requirements and fulfil all subordinate operational roles as required;
- To undertake any other related tasks as requested by the Line Managers.

Essential Qualifications and Experience:

- A level of secondary education attested by a diploma.

AND

- A minimum of eight (8) years of relevant professional experience, after having fulfilled the education requirements.

Specification of Education and Experience

- Relevant experience within an international, hybrid or national criminal court;
- Prior supervisory level responsibilities within a Police, Military, Judicial or International security environment;
- Experience in handling of detained persons;
- Experience in the provision of physical security, security screening and/or access control services;
- Successful completion of a recognised firearm certification program within a national (i.e. Police, Military or Governmental) or international entity and prior experience in the performing of armed security related tasks;
- Proven experience in subordinate performance reporting and staff development;

- Excellent communication skills in English, both written and oral;
- Ability to work productively in a fast-paced, team-oriented environment, and produce accurate work under pressure and in difficult circumstances;
- Ability to establish and maintain effective and constructive working relationships with people of different national and/or cultural backgrounds with respect for diversity.

Desirable

- Experience in the use of technical security equipment (screening and/or control room infrastructure);
- First Aid and/or Fire and Safety certification;
- Additional certifications in security related disciplines such as Security Training, Close Protection, Investigation, Supervisory Skills, Incident Control, etc.