

## Security and Safety Manager

Ref: UoBS-004/P

**Salary in the range of:** £32,348 - £37,473

**Hours:** 40 hours per week

Closing date for applications is **12.00 noon on Tuesday 4<sup>th</sup> April 2023**  
It is anticipated Interviews will take place on **within 4 weeks of the closing date.**

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The University of Bolton has set out on an ambitious enhancement agenda as a 'teaching intensive, research informed' University. Its robust financial position and recent achievements has put the University in a good position to capitalise on the challenges and opportunities of the current HE environment.

The University Security Strategy sets out the strategic imperative that security arrangements are in place that provide a visible deterrent, ensure a safe, secure environment whilst as an 'open' access HEI enabling work and study to continue with the minimum amount of disruption

Security services are expected to deliver a 24/7, comprehensive, proactive and customer-focused service, prioritizing the safety and security of all campus users, buildings and assets on a number of sites across Bolton.

To assist this the University is seeking a suitably qualified and experienced individual to operate as Security and Safety Manager

The successful candidate will be responsible for dedicated and operational aspects of security and safety at the University and across its sites, including overseeing the operation of the control room and supporting the university's Fire Strategy. They will work collaboratively with colleagues and stakeholders across the institution in order to deliver and enhance the operational security provision and associated services further. Good interpersonal skills and a professional, courteous approach are essential requirements for this role.

Applicants must have experience of leading and managing teams, dealing with complex security and safety issues and possess a track record of improving security and safety services. The ability to be flexible regarding working hours and a customer service focus are essential. The need to be vigilant, visible and approachable is essential in prioritising the safety of our stakeholders and assets.

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We actively encourage applications from veterans of the armed forces.

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A job description and person specification can be viewed on our website: <https://www.bolton.ac.uk/places/professional-services/hr/vacancies> or requested by email: [jobs@bolton.ac.uk](mailto:jobs@bolton.ac.uk). Alternatively, please telephone our 24 hour answering service on extension 3579 (Please leave your home address details). Please remember to quote the position reference number.

To apply for this opportunity please submit your full CV plus a cover letter of no more than two sides of A4 outlining your interest in the role and your suitability to [jobs@bolton.ac.uk](mailto:jobs@bolton.ac.uk). no later than 12 noon on Tuesday 4<sup>th</sup> April. It is anticipated Interviews will take place within 4 weeks of the closing date.

Please ensure you quote the position reference number on all documentation submitted.

Candidates must be eligible to work in the UK, for more information please visit <https://www.gov.uk/check-uk-visa>. No agencies.

\*Please note, we reserve the right to shorten/extend the closing date of any position where a high/low volume of applications are received.