

Chief Security Officer at Maasai Mara University

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Job Description

/duties and responsibilities

Reporting to the Head of Department, the duties and responsibilities will include;

Discharging overall duties as the Head of Department.

Responsibility for security matters related to students and staff.

Managing security intelligence systems within the University

Carrying out any investigation requested by Vice-Chancellor

Assisting in the investigation of staff & students' disciplinary matters as referred by University Management Board.

Attending to all security meetings in all University premises and facilities.

Plan and organize training for security staff

Executing periodic security surveys for all University Premises and facilities.

Liaising with the external security agencies on security matters.

Advising to the University Management Board on security Issues.

Responsibility for formulation, planning and control of the departmental budget.

Responsibility for effective coordination and implementation of university policies in the department.

Responsibility for formulation and implementation of departmental strategic plan.

Performing any other duties as may be assigned or delegated to from time to time.

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