

JOB TITLE	Dual Role Security Officer (CCTV & Security)
DATE	Sept 2026
DIVISION	Security
SITE / OFFICE	
REPORTS TO	

ROLE OVERVIEW

As a Dual Licenced CCTV & Security Officer, you will provide professional security coverage across various sites, combining CCTV monitoring responsibilities with on-site security duties to protect people, property and assets.

The role is responsible for maintaining a safe and secure environment through proactive surveillance, site patrols, incident response and access control, whilst ensuring all activities are carried out in accordance with company procedures, client requirements and relevant legislation.

KEY TASKS & RESPONSIBILITIES

- Monitor CCTV systems to identify, deter and respond to security threats and incidents.
- Conduct regular site patrols to maintain a visible security presence.
- Control access and egress to site, ensuring only authorised personnel are permitted entry.
- Respond promptly and professionally to alarms, incidents, emergencies and suspicious activity.
- Maintain accurate incident reports, activity logs and security records.
- Liaise effectively with site teams, clients, visitors and emergency services where required.
- Operate CCTV systems in accordance with GDPR requirements and industry best practice.
- Carry out all security duties in line with company policies, site procedures and client expectations.
- Escalate security concerns appropriately and support investigations where necessary.
- Promote a safe, secure and professional environment across all assigned locations.

QUALIFICATIONS, SKILLS & EXPERIENCE

- Must have Right to Work in the UK and ability to pass an enhanced DBS and BS7858 security clearance
- A valid SIA CCTV Licence.
- A valid SIA Security Licence.
- Previous experience within construction site security and CCTV operations.

- Strong observational skills with the ability to identify and assess potential risks.
- Excellent communication and interpersonal skills.
- Good report-writing and record-keeping abilities.
- The ability to remain calm, professional and make effective decisions under pressure.
- A proactive approach to security and problem solving.
- Flexibility to work a range of shifts, including days, nights and weekends.
- A commitment to delivering excellent customer service and maintaining professional standards.

Desirable:

- Previous experience working within a construction or infrastructure environment.
- Experience using a variety of CCTV and access control systems.
- Knowledge of relevant health and safety requirements within construction settings.
- First Aid qualification.

WORKING ARRANGEMENTS

This is a multi-site role, requiring flexibility to support operational needs around <sites/location>, shift patterns will vary depending on site requirements.

ACCEPTANCE OF ROLE

Revisions:

The Company reserves the right to alter these responsibilities and you will be advised of any changes through the normal method of communication.

AGREEMENT:

I confirm that I have read and agree with the responsibilities specified within the Key Tasks and Responsibilities Section of this job description

Name:

(Job Holder)

Signature:

Date:

Name:

(Line Manager)

Signature:

Date: