

JOB TITLE	Casual Security Officer
DATE	Oct 2026
DIVISION	Security
SITE / OFFICE	
REPORTS TO	

ROLE OVERVIEW

As a Security Officer, you will play a key role in protecting our clients, their people, property and assets by delivering a professional and customer-focused security service.

This is a flexible worker role, covering various sites within a designated area. Shifts are typically available Monday to Friday to support with sickness, absence and additional operational requirements, although shift patterns and start times will vary depending on the location requiring cover.

The successful candidate will be adaptable, reliable and able to respond professionally to a wide range of security situations while maintaining excellent customer service standards.

KEY TASKS & RESPONSIBILITIES

- Conduct regular patrols of assigned premises to prevent and detect signs of unauthorised access, security breaches or unusual activity.
- Monitor and control site access, ensuring only authorised persons gain entry.
- Respond promptly and appropriately to alarms, emergencies and security incidents.
- Complete detailed and accurate incident reports and records as required.
- Maintain a visible and professional security presence to deter unwanted activity.
- Operate and monitor security systems, including CCTV equipment where applicable.
- Deliver excellent customer service while enforcing site policies and procedures.
- Liaise effectively with clients, visitors, emergency services and other stakeholders.

QUALIFICATIONS, SKILLS & EXPERIENCE

- Must have the Right to Work in the UK and ability to pass BS7858 vetting.
- Valid SIA Licence.
- Strong observational skills and the ability to identify potential risks and incidents.
- Excellent written and verbal communication skills.
- The ability to remain calm and make effective decisions under pressure.

- A professional, reliable and customer-focused approach.
- Good levels of fitness and mobility to undertake patrols and respond to incidents.
- Flexibility to work across different locations and shift patterns as required.

Desirable:

- Previous experience within a security, corporate security, retail security or guarding role.
- Experience of operating CCTV or other security monitoring systems.
- Knowledge of incident reporting and site security procedures.

WORKING ARRANGEMENTS

This role requires full flexibility to support operational needs around <sites/location>, working <shift pattern / hours>.

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: