

## INTERNAL VACANCY

**REF NO** : AREA MANAGER  
**DIVISION** : GUARDING DIVISION – WITBANK  
**POSITION** : AREA MANAGER  
**CLOSING DATE** : 03 MARCH 2025

An Internal Vacancy exists for an **Area Manager** in the **Guarding Division** based in **Witbank**.

The suitable candidate's main responsibilities and duties include, but are not limited to, the following:

- ✚ Security advice to clients
- ✚ Threat and Risk assessments/ Reporting.
- ✚ Client liaison and professional client relationship.
- ✚ Manpower management and rostering.
- ✚ Equipment management.
- ✚ Effectively dealing with and managing client complaints.
- ✚ Ensure that contractual requirements are always met.
- ✚ Incident and investigations Management.
- ✚ Ensure compliance to the Company's disciplinary code.
- ✚ Initiating and chairing disciplinary hearings.
- ✚ Ensure all company SOP'S are followed;
- ✚ Health and Safety Management.
- ✚ Ensuring Security Officers problems that are reported are solved.
- ✚ Ensure all BPC policies and procedures are always followed.
- ✚ After hours visits.
- ✚ Completion of daily, weekly, and monthly reports.
- ✚ Ensure training take place when required.
- ✚ Assisting with shift changes as a standby manager.
- ✚ Must be able to attend meetings and take calls to assist with matter of urgency even on rest days.
- ✚ Demonstrate extensive knowledge of good security practice covering the physical and logical aspects of information products, systems, integrity, and confidentiality.

### Preferred qualifications/attributes/skills:

- ✚ PSIRA certification – Grade A.
- ✚ Grade 12 or equivalent qualification.
- ✚ Firearm competency and a valid regulation 21 certificate is an advantage.
- ✚ Relevant experience in a managerial or similar position.
- ✚ Knowledge of methods and techniques of risk management, business impact analysis, counter measures, and contingency arrangements relation to the serious disruption of IT services.
- ✚ Knowledge of tools or systems which provides access security control (i.e., prevents authorized system access;)
- ✚ Must have confidence in dealing with the public.
- ✚ Bilingual (English and any other South African Language).

CEO: C Diavastos

MM Selepe A Myatt HBN Yiga NR Msimangi TC Nyembe

- ✦ The ability to work under pressure.
- ✦ First aid and fire-fighting training will be advantageous.
- ✦ Excellent written & verbal communication skills.
- ✦ Computer literate and knowledge of MS office.
- ✦ Must be willing to undergo polygraph test.
- ✦ Clean disciplinary, criminal and credit record.
- ✦ Own reliable transport and driver's license code 08.
- ✦ Previous Police/Military experience in investigative field preferable Firearm competency, handgun, rifle and shotgun trained Competency for Business Purpose
- ✦ Be willing to work after hours.

Interested candidates to E-mail CV and Internal Application Form to [internalcv@proteacoin.co.za](mailto:internalcv@proteacoin.co.za)  
Employment consideration will be in accordance with the Employment Equity Act requirements  
Should you not hear from us within 14 days after the closing date, your application should be considered unsuccessful.

