

Our client, a reputable and renowned player in the textile industry is looking for an experienced Security personnel to be associated with the Company as:

## Manager Security & IR

### Job Roles & Responsibilities:

- ❖ Implement and manage robust security measures to protect company personnel, property, inventory, and sensitive information from threats and unauthorized access.
- ❖ Develop and oversee specialized security protocols to ensure the safety and security of all expatriate staff and international visitors.
- ❖ Design and conduct comprehensive training programs to equip security personnel with the necessary skills, knowledge of procedures, and emergency preparedness capabilities.
- ❖ Perform regular security risk assessments. Develop and enforce security policies, standard operating procedures (SOPs), and generate relevant security reports.
- ❖ Investigate security incidents and breaches, analyze root causes, and implement effective preventative measures to mitigate future risks.
- ❖ Oversee the security department's budget, ensuring efficient allocation of resources and cost-effective vendor management to maximize value.
- ❖ Manage industrial relations matters to foster a stable work environment, act as the primary liaison with KEPZA and other relevant government bodies in the Karachi area regarding security and labor issues.
- ❖ Conduct routine inspections within the factory premises to maintain high standards of service and compliance.
- ❖ Provide assistance to the HR department in handling employee disciplinary matters, ensuring adherence to company policies and fair procedures.
- ❖ Advise management and employees on the correct interpretation and application of company regulations and related procedures.
- ❖ Assist management in ensuring ongoing compliance with all applicable security requirements.

### Key Requirements:

- ✓ Bachelor's Degree (Masters Preferred) in Social Sciences, or Business Administration, or a related field from a recognized institution.
- ✓ Minimum 2-3 years of administration experience in a managerial position within the manufacturing industry.
- ✓ Should be a retired Armed Forces officer.
- ✓ Other competencies include Management Skills, Coaching Skills, Decision Making & Problem-Solving Skills, Interpersonal Skills, Communication Skills, Proficiency in Computer Applications, & MS Office Operations.

Interested candidates meeting the requirements of the role can apply at: <https://www.affco.com.pk/Recruitment>

- ☐ Deadline for submission of applications is **May 14, 2025**.
- ☐ The position is based in **Karachi** and offers a competitive compensation profile.
- ☐ Only shortlisted candidates will be called for interviews.