

<b>Salary Band 4A</b>	<b>Senior Security and Risk Manager</b>
Reports to:	<b>Country Director</b>

## BACKGROUND

On behalf of the **German Federal Ministry for Economic Cooperation and Development (BMZ)**, GIZ has been working in South Africa since 1994 and opened its offices in 1996. The Country Office is also responsible for operations in Lesotho and Eswatini. GIZ employs around 280 staffmembers in different locations in South Africa and Lesotho including approximately 85 expatriates (seconded experts, development workers and integrated experts) from Germany and other countries.

International comparisons indicate that South Africa has one of the highest violence and crime rates in the world. According to the newest official South African Police statistics incidents of murder increased from 19,000 in 2016/2017 to 25,000 in 2021/2022. Contact crimes and car- jackings as well as armed robberies have all increased significantly over the last decade. There is a strong tendency that crime is becoming increasingly violent. In order to prevent and mitigate the above-mentioned challenges, preventative strategies and behaviours as well as physical security measures are necessary to ensure a safe environment for national staff and expatriate in South Africa, Lesotho and Eswatini.

## A. TASKS AND RESPONSIBILITIES

- You coordinate all security risk management activities in the three countries close cooperation with the Country Director
- You develop and adjust all security risk related SOPs for SA and Lesotho and Eswatini (once staff is based there) and make sure the specific requirements and perspectives of women are incorporated.
- You design, organize and conduct country specific trainings on the major risks, on risk behaviour and the GIZ SOPs.
- You onboard new staff members in in-depth information sessions and conduct briefings of short-term visitors.
- You conduct security assessments of staff houses and offices, coordinate the provision of necessary security measures according to the security risk minimum standards.

- You set up and coordinate a network of security risk focal points on Cluster and/or Project level.
- You support victims of security incidents and guide them through the relevant Processes.
- You permanently analyse the security risk situation, establish security Networks (embassies, police, community security networks etc.) for information sharing and provide the necessary communication and proposal of mitigation measures to the Country Director, the Management Team and to all staff if need be.
- You organize and manage the necessary databases (phone cascades, EMNS, Staff and Visitors Data Sheets)
- You secure the implementation of the GIZ Minimum Security Standards and the annual risk analysis and MSS exercises.
- You exchange and coordinate with the GIZ regional Security Hub in Kenya, the Corporate Security Unit, COPE and Pro-Care (SA based psychological counselling service)
- You propose, elaborate and monitor contracts with security providers and support (e.g. Security equipment installations, NETCARE, ADT/G4S)
- You coordinate safety and security at the GIZ Offices in Hatfield in coordination with Growthpoint (lesser) and their security provider.

## **B. REQUIRED QUALIFICATIONS, COMPETENCIES AND EXPERIENCES**

### **Qualifications:**

- A University or equivalent degree in relevant subject[s] ideally on security risk management and with a country focus.

### **Professional experience**

- At least 10 years or more of documented security risk management related experience for private sector or development organizations in fragile and security risk affected countries.
- Additional trainings and experience in security risk and crisis management, security preventive behaviour and security risk mitigation, facility protection, health are needed.
- Previous management experience will be an added advantage.
- Familiarity with compliance standards and regulations (e.g., Occupational Safety and Health Act)
- Working with intercultural teams in security risky environments.

**Other knowledge, additional competencies, and abilities**

- Excellent writing and communication skills with fluency In English
- German language skills would be an advantage.
- Solution orientation, proactive and a good Team Player and communicator.
- Management skills, experiences and understanding.
- Very good analytical skills and the ability to create, convey and implement new concepts.
- Familiarity with South African security situation and a very good understanding of the South African multicultural, social and political environment.
- Good networking skills and experiences
- Able to work autonomously with little guidance and ability to make sound, rational decisions in critical situations.
- Reliable and discreet and sensitive communication skills.
- Solid knowledge and understanding of GIZ as an organization and its specific organisational/staff culture and their security needs.
- Very good IT skills with the basic applications and especially EMNS
- Able to work under pressure and at odd hours.
- Willingness to regularly travel to different destinations in South Africa, Lesotho and eSwatini possible at short notice.

**C. ADDITIONAL INFORMATION**

- This position is based **at** the GIZ South Africa/Lesotho/Eswatini Country Office in **Hatfield, Pretoria**.
- The contract period for this position is **24 months**.
- At GIZ, you will be offered **a global** network and an atmosphere that is characterised by diversity, respect, and genuine equal opportunities. Gender equality promotion is a matter of course for us.
- GIZ is a signatory of the Diversity Charter. Recognition, appreciation and inclusion of diversity in the company are important to us. All employees shall be valued - regardless of gender and gender identity, nationality, ethnic origin, religion or belief, disability, social background, age or sexual orientation.
- GIZ would like to increase the proportion of employees with disability. Applications from persons with disabilities are most welcome.

**D. APPLICATION PROCESS**

**GIZ will only assess applications which meet the following criteria:**

Suitable candidates should apply by submitting a

- **Cover/Motivation Letter (concisely 1 page)** clearly stating your motivation for applying for the position and as well as salary range expectation.
- A detailed CV.
- Proof of eligibility to work in South Africa (copy of SA ID).

The application should be submitted to: [recruit-pretoria@giz.de](mailto:recruit-pretoria@giz.de), with the following email subject line “**Senior Security and Risk Manager**” for the attention of Head of Human Resource.

Closing date for applications: **08<sup>th</sup> of December 2023.**

**Only applicants shortlisted for interview will be contacted.  
Applications without a Cover letter will not be considered!**