

JOB DESCRIPTION

Mobile Patrol Officer (MPO)

Brief Overview of the Role:

A Mobile Patrol Officer (MPO) attends various client facilities/sites to patrol, observe, check on on-duty guards and report issues as required. MPO patrols provide an effective visual deterrent and rapid response to any security incidents.

Number of Direct Reports: Nil

Number of Indirect Reports: Nil

Key Contacts/Relationships:

Internal: Managing Director, Executive Director, Chief Security Officers, Security Officers, Senior Security Officer, Junior Security Officers, Security Coordinators, Special Guards

External: ARMX Clients, Client Stakeholders

Mobile Patrol Officer (MPO) Job Duties:

- Perform preventative patrol inspections and proactively undertake security measures to prevent burglary, damage and other misbehaviour. Patrol times should be varied to avoid any predictability.
- Respond to alarms and requests for help.
- Act as a security Coordinator (OIC) when required.
- Assist in the provision of on-the-job training when required.
- Provide guidance and advice when it comes to health and security protocols. These may include fire safety, emergency evacuation planning, and first aid safety plans.
- Co-ordinate, monitor or record the activities of security officers utilising verbal or computer-based communications systems.
- Provide excellent customer service ensuring ARMX is represented with distinction during all interactions.
- Exercise discretion within the scope of MPO.
- Adhere to company policies, procedures, manuals, and legal regulations.
- Ensure staff uniforms are worn appropriately. Personal Protective Equipment must be worn when and where require.
- Comply with all Occupational Health and Safety requirements.

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- Promote Equal Employment Opportunity with all team members and actively ensure that proper standards of conduct are maintained in the workplace and reiterate that harassment in any form is offensive and will not be tolerated by the company.

Selection Criteria:

Qualifications and Experience:

Essential:

- Current Victorian Private Security Individual License
- CPP31318 - Certificate III in Security Operations or above
- No Criminal record
- Current Driver's Licence
- 5 years' experience as a Security officer; ex-military Junior Non-Commissioned Officer or within law enforcement.

Desirable:

- First Aid Certificate

Skills/Abilities:

- Outstanding surveillance and observation skills
- Strong problem solving and decision making skills
- Rationale and objective
- MS Office Suite skills
- Undertake physical requirements

Personal Characteristics:

- Professional and positive attitude and appearance
- Ability to operate effectively in uncertain, emergency and high stress situations
- Moral fitness
- Emotional control
- Honest and dependable
- Manage uncertainty
- Bearing

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Version Control	
Job Classification	Mobile Patrol Office
Version	1
Approved by	Managing Director
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Comments	