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| **Position Title:** | Security |
| **Position Number:** | 3004 |
| **Reports To:** | Security Manager |
| **Project Worksite:** | JFK, Redemption, C.H. Rennie, Duport Road and LIBR |

**About PREVAIL:**

PREVAIL, or the Partnership for Research on Vaccines and Infectious Diseases in Liberia, is a clinical research partnership between the U.S. Department of Health and Human Services and the Liberian Ministry of Health

**Summary of Position:**

Responsible for ensuring the security of staff, participants, facilities, and assets within the Liberian-US Clinical Research Partnership.

**Description of Responsibilities:**

* To determine that conditions are normal in a given area and to provide a visible deterrent factor.
* While on patrol, Security Officers routinely assure lights are on/off as appropriate.
* While on patrol check windows and doors and other security measures
* Identify and report suspicious activity
* Complete appropriate patrol logs and records
* Become familiar with regular staff, procedures, facilities and report deviations.
* Subdue or restrain threatening individual, as needed
* Provide instruction to groups of people regarding emergency response and evacuation procedures
* Provide crowd control when needed.
* Give directions upon request
* Assist individuals with mobility
* Receive deliveries, as needed
* Escort individuals upon request.
* Other duties as assigned

**Skills**:

* Report to work on time and perform all daily functions
* Accept additional responsibilities as requested by the supervisor
* Ensure that work is completed to quality and professional standards

**Qualifications**

* **Education: Bachelor’s or Associate’s** Degree in a related field.
* **Preferred Job-related Experience:** At least three (3) years of experience working in security.

This job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Duties, responsibilities and activities may change, or new ones may be assigned with or without notice.

*FHI Clinical values the diversity of our workforce. Without limiting the scope of the preceding provision, all persons who work or who seek to work in Liberia are entitled to enjoy and to exercise the rights and protections conferred by the Decent Work Act of 2015 irrespective of:  race, tribe, indigenous group, language, colour, descent, national, social or ethnic extraction or origin, economic status, community or occupation; immigrant or temporary resident status; sex, gender identity or sexual orientation; marital status or family responsibilities; previous, current or future pregnancy or breastfeeding; age; creed, religion or religious belief; political affiliation or opinion, or ideological conviction; physical or mental disability; health status including HIV or AIDS status, whether actual or perceived; irrelevant criminal record, acquittal of a crime or dismissal of a criminal prosecution against them; or personal association with someone possessing or perceived to possess one or more of these attributes.*

**Process to apply for this position:**

**Deliver the application to**:FHI 360 Financial Management Center

16th Street, Payne Avenue, Sinkor

Monrovia, Liberia

202-884-8000

**OR**

**Send an email to:** [LiberiaRecruitment@fhiclinical.com](mailto:LiberiaRecruitment@fhiclinical.com)

**INCLUDE**: Position Title and number, Current CV/Résumé, FHI Clinical Job Application