

# Just the Job Information Sheet

**Job title:** Security Officer

## **Job description**

Security officers perform a variety of tasks, including:

- patrolling properties and buildings checking they are secure and free from fires and other hazards
- maintaining order at events
- picking up and delivering valuables and money, also monitoring cash on premises
- performing security checks on staff members
- detecting and investigating theft and other unlawful on retail premises.
- operating electronic security equipment and computer software

## **Qualifications required**

All security officers must have a Certificate of Approval issued by the Ministry of Justice. This involves a police background check and a public notification, allowing members of the public to raise objections. All officers need to be free of dishonesty, violence or drug convictions in the past seven years.

There are four security qualifications on the National Qualifications Framework. The entry level qualification is the National Certificate in Security (Level 2) covering a range of areas including communication, law, conflict management, emergency management and crowd control. Some security companies do provide training that can lead to gaining a national qualification.

## **Secondary education**

There are no specific secondary educational requirements for security officers, but three years of secondary education is recommended.

## **General requirements**

Security officers need to have a good level of fitness and health. A first aid certificate is also useful.

## **Training costs**

Training costs are set by training providers so you will need to check with them.

## **Career path**

There is a range of different roles for security officers. These include: event security, mobile, court security, mobile patrol and noise control and secure transport, community. Officers may move into team leader roles, security planning, consultancy or management. Some set up their own security firms.

## **Salary range**

Security officers with one to three years' experience usually earn \$14-\$16 per hour. Security officers with more than three years' experience usually earn \$16-\$22 per hour.

## **How to increase the chances of successfully entering this industry**

The Ministry of Education's Vocational Pathways provides tools for students to develop a career map and plan what they may need to study to meet their goals. Security staff services unit standards are included in the Service Industries pathway.

## **Personal requirements**

Security officers should:

- be able to communicate and relate to a wide range of people
- be able to remain calm in emergencies
- be good at solving problems
- have an eye for detail
- be honest and reliable.

## **Other places to source information about this job**

[www.careers.govt.nz](http://www.careers.govt.nz)

[www.skills.org.nz](http://www.skills.org.nz)

<http://youthguarantee.net.nz/vocational-pathways/>