

JOB ADVERT - Details



Company:	Abbatt Property Recruitment
Role title:	Security concierge
Internal Reference Number:	037
Closing date:	
Salary:	£21,500 going up to £23,000 after 1 year
Working Hours:	The shift pattern is four 12 hours days and four days off followed by four 12 hours nights, rotating between internal and external duties.
Temporary / Fixed Term / Permanent contract:	Permanent
Location:	Chelsea, London
Contact details for applications:	cate.somerville@abbatt.co.uk
Role description:	<p>We are looking for 3 Security Concierges to be based at a prestigious residential development in Chelsea.</p> <p>Key responsibilities:</p> <ul style="list-style-type: none"> • To provide a security presence • To carry out regular patrols of the Development , ensuring stipulated checks are completed, within different areas • To access control for visitors and cars at gate house • To operate a reception desk, assisting visitors and residents alike • The issuing of apartment keys • To monitor fire alarms • To compile written reports relating to any incident • To carry out other varied duties relating to a residential development

	<p>The shift pattern is four 12 hours days and four days off followed by four 12 hours nights, rotating between internal and external duties.</p> <p>The successful candidate will be working as part of a team reporting to the team supervisor.</p> <p>About you:</p> <p>Essential:</p> <p>We are looking for people with proven experience within residential developments or similar. You will have an enthusiastic and committed approach, and be confident building strong, trusted relationships with colleagues and residents alike. You will also have:</p> <ul style="list-style-type: none"> • Excellent communication and engagement skills • Basic IT skills • An ability to work as part of a team, as well as independently • Sound judgement and decision making skills • Be approachable and willing • Experience of drafting reports <p>Desirable:</p> <ul style="list-style-type: none"> • Recognised Security Qualification, e.g. SIA or a similar residential qualification • Current first aid certificate <p>Salary: £21,500 going up to £23,000 after 1 year</p> <p>Apply with your CV today.</p> <p>Unfortunately, if you have not heard back from us within two weeks it is unlikely that you have been successful on this occasion.</p>
<p>Company website (optional):</p>	<p>http://www.abbatt.co.uk/job-search/job-details/?id=security-concierge-285894</p>