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For over 125 years, Hamilton Princess & Beach Club has played a major role in Bermuda's hospitality industry. Now fully renovated, and with a culture of delivering quality and high standards of service in the past, the Hotel prepares to embrace the future as the premier luxury travel destination in Bermuda.

**We are accepting applications for the following position. Applicants must be aware that irregular hours, including split shifts, and public holiday work may be required.**

## Security Officer

At Hamilton Princess & Beach Club, our approach to Human Resources begins with selecting the best candidates to join our global team of service professionals committed to turning moments into memories for our guests. As a member of our Security team your commitment to ensuring the safety and wellbeing of our Colleagues and guests and the security of our company assets is an integral part of Hotel operations.

### **Reporting to the Security Manager, responsibilities and essential job functions include, but are not limited to, the following:**

- Consistently offer professional, engaging and proactive guest service while supporting fellow Colleagues
- Demonstrate Fairmont core values in all interactions
- Regularly patrol all areas and buildings on Hamilton Princess properties
- Manage presence of trespassers and unauthorized persons found on property according to Fairmont standards
- Prepare and distribute electronic swipe cards
- Conduct security and baggage checks as required
- Monitor CCTV cameras and take all necessary actions to secure guests, colleagues and Hamilton Princess property
- Monitor and report any vehicle infractions occurring on Hamilton Princess properties including parking, speeding, dangerous driving, etc
- Promptly respond to any activated fire prevention devices, investigate causes and report findings
- Respond to guest and staff concerns, including first aid and casualty care in a prompt, caring and helpful manner
- Develop and maintain close and effective working relationships with all supporting departments

### **Desired Qualifications & Experience:**

- Previous Security / Safety experience in a large, multi building property is required experience in a similar capacity in a luxury hotel environment is preferred
- Current First Aid and CPR certification is required, current Advanced First Aid certification is preferred
- Completion of Fire safety/fire fighter training is an asset
- Willingness to submit to a criminal records check and possess a clean criminal record are required
- Strong written and verbal communication, interpersonal and conflict resolution skills are required
- Working knowledge of MS Office programmes is required
- Proven ability to work cohesively as part of a team in a multi-culturally diverse environment
- Proven ability to focus attention on guest needs, remaining calm and courteous at all times
- Strong work ethic, highly responsible, reliable and the ability to work rotating shifts (both day and night), split shifts, extended hours including evenings, weekends and public holidays is required

**Closing date for applications: Friday, August 25 2017**



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