

Job Description

We are seeking a dynamic, enthusiastic, and self-motivated individual of high integrity to join our team in the following positions. The ideal candidate will possess strong professional qualifications, a solid work ethic, and exceptional communication skills. Reporting directly to the Security & Investigation Manager, the successful candidates will play a key role in enhancing the efficiency and productivity of the section.

- Monitor and control entry and exit of staff, visitors, and vehicles to ensure security of company premises.
- Conduct regular patrols and surveillance to prevent unauthorized access and safeguard company property.
- Operate CCTV and other security systems effectively and report any irregularities.
- Respond promptly to emergencies and assist in handling incidents as per company procedures.
- Ensure compliance with company security policies and aviation security (AVSEC) requirements.
- Assist in conducting/handling disciplinary matters
- Maintain accurate records, logbooks, and incident reports.
- Coordinate with relevant departments and external agencies to ensure smooth security operations.
- Maintain high standards of discipline, professionalism, and customer service at all times

Requirements

- Six passes for G.C.E. (O/L) including English & Mathematics with 2 years of experience in the relevant field.
OR
- Passed G.C.E (A/L) with Full/Part Professional Qualification in the relevant field with 2 years of experience.
- Previous experience in Airlines/Aviation and/or a Government Military Force will be considered an added advantage.
- Sound knowledge of organizational security procedures and familiarity with national security policies and practices.

High level of IT literacy including sound knowledge in MS Office, excellent written and oral communication, leadership skills, negotiation skills, problem solving, critical thinking skills, sound planning and organizing skills coupled with a methodical approach to work would be most advantageous.

Benefits

The selected candidate can be assured of an attractive remuneration package with fringe benefits

Job Information

Grade
4

Division Name
Security Department

Date Opened
06/11/2025

Application Closing Date
21/11/2025

Job Type
Full time

Industry
Security and Surveillance

City
Katunayake

Province
Western Province

Country
Sri Lanka

Postal Code
11450