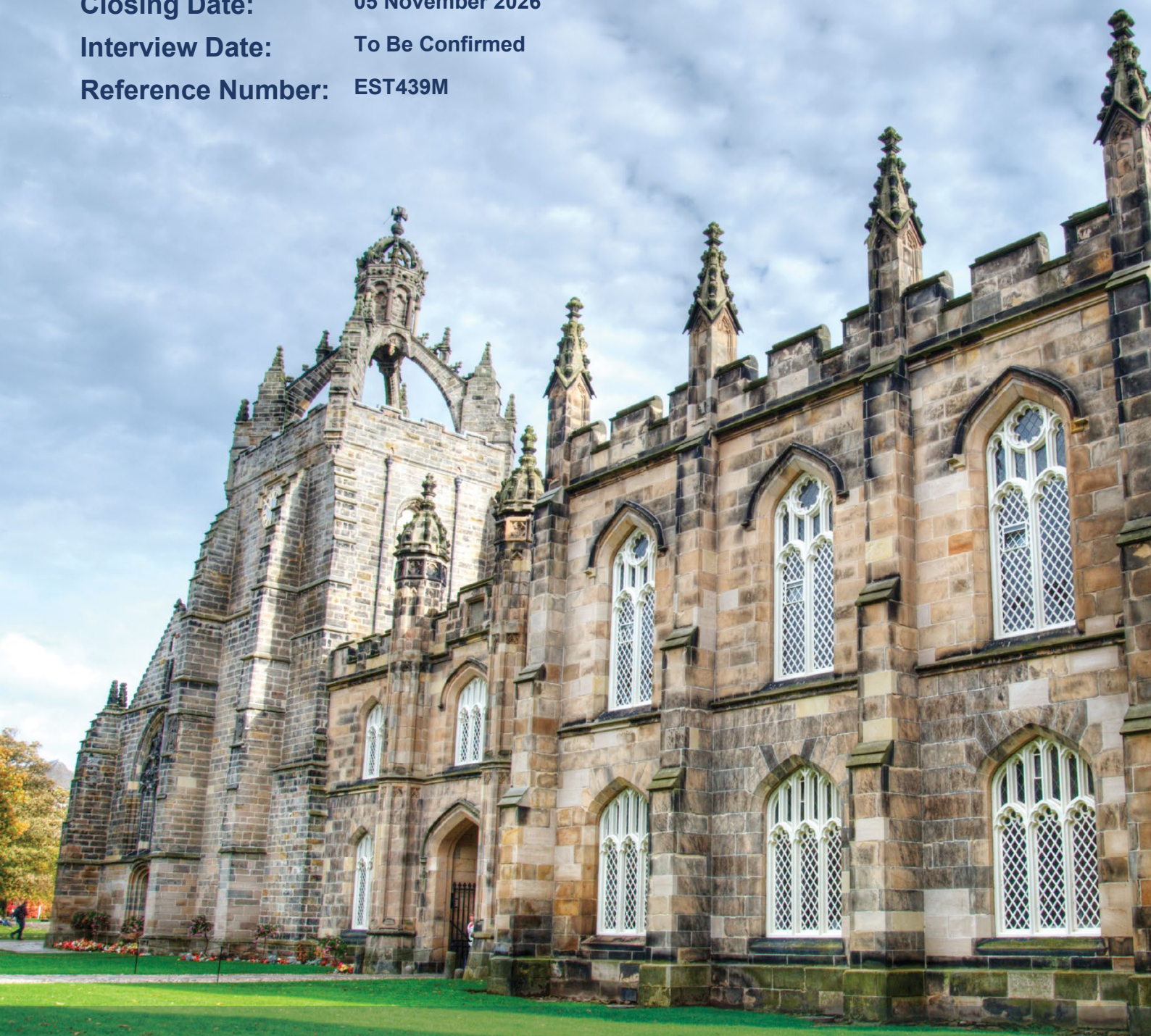


Appointment of Security Operations Manager

Closing Date: 05 November 2026

Interview Date: To Be Confirmed

Reference Number: EST439M



Introduction

The University of Aberdeen is looking to appoint a Security Operations Manager within the Directorate of Estates and Commercial Services to manage the campus Security team and the operational delivery of a comprehensive security service across the University estate.

Job description

Main Purpose of the Role:

The post holder will be issued with a uniform and will work a core day shift pattern Monday to Friday, but flexibility is required to work other hours and days based on operational requirements.

The role is within the Estates and Commercial Services Directorate which is part of the University's Professional Services. With approximately 1500 staff, Professional Services consists of a number of student, academic, corporate and support areas.

The post holder will be responsible for the operational management of the campus Security team and operational management and delivery of security operations across the University, ensuring an efficient, effective, proportionate and customer focussed service is provided to develop and maintain a safe and secure environment for all staff, students and visitors.

Key Responsibilities:

- Responsible for the daily delivery of security operations across the University estate.
- Responsible for the daily operational functionality of the Security Control Room, including operation of the CCTV and alarm monitoring systems, ensuring a timeous and proportionate response to all, fire, intruder, gas, lift, and disabled toilet alarms, and Safezone safety App alerts and tips.
- Responsible for ensuring resource levels in the Security team are maintained to a suitable level to ensure the delivery of an effective, campus wide security service.
- Responsible for managing day to day HR matters within the Security team, including, management of absence, return to work, allocation and approval of annual leave requests and dealing with performance related matters.
- Responsible for providing support to any disciplinary or capability matters within the Security team.
- Responsible for developing effective security patrol plans which should be adapted to deal with campus activity, such as Graduations, open days and other events.
- During the early stages of any incident, responsible for taking charge, demonstrating clear leadership and direction, and liaising with any emergency responses and University managers as appropriate.

- Responsible for the recording of information relating to incidents and any follow up actions required and developing, maintaining and reviewing operational security procedures to ensure they're fit for purpose.
- Responsible for line managing the 4 Security supervisors within the Security team.
- Responsible for Health & Safety matters within the Security team and ensuring all relevant training is undertaken and Toolbox talks are delivered to all staff.
- Responsible for arranging and co-ordinating training within the Security team and promoting Staff Development training and development opportunities.
- Responsible for developing and maintaining effective Security liaison takes place between the Security team and key building and service users across the University and deliver safety and security inputs to a range of staff and students.
- Support the Facilities Manager (Security, Portering & Mailroom) with a wide range of developing matters associated with the implementation of and University's compliance with the Terrorism (Protection of Premises – 'Martyn's Law') Act 2025.
- Support the Facilities Manager (Security, Portering & Mailroom) in the delivery of briefing sessions to the university community on Martyn's Law and broader safety and security matters.
- Responsible for ensuring there is effective communication within and between all Security team members, to ensure consistent messaging and interpretation of operational matters across all 4 Security teams.
- Be pro-active in working cross functionally with not just other Estates and Commercial Services teams, such as Portering, Cleaning and Residential Services, but wider University teams such as Student Support, Student Experience, Engagement & Wellbeing, and events teams.
- In order to meet the operational requirements of the University, be flexible in approach to work and undertake any other reasonable duties as requested by Facilities Manager (Security, Portering and Mailroom) and Head of Facilities and Residential Services.

Person Specification:

Education/Qualifications Academic, technical and professional education and training	• Educated to higher grade or equivalent. • Hold a current full driving licence for a minimum of one year.	• Hold a valid First Aid at Work certificate or be willing to be trained in same. • Completed SIA or equivalent training. • Completed any supervisory or management training courses.
Work and Other relevant experience (including training) eg Specialist knowledge, levels of experience, supervisory experience, research	• Knowledge of the security or equivalent sector. • Experience in supervising or managing the delivery of a security or similar service. • Experience of supervising and / or managing a team. • Proven experience of delivering pro-active and positive customer service. • Competent in the use of a wide range of IT Software applications	• Experience in facilitating training and delivering briefing or training sessions. • Knowledge and experience of CCTV, intruder and fire alarm systems. • Experience in working in a Further or Higher Education institute. • Knowledge of the University structure and Campuses. • Experience in dealing with conflict or confrontational situations. • Experience in managing critical or emergency situations.
Personal qualities and abilities eg initiative, leadership, ability to work on own or with others, communication skills	• Discretion and trustworthiness. • Ability to effectively lead, manage and motivate a team. • Well organised and ability to prioritise. • Ability to communicate effectively both verbally and in writing. • Reliable and conscientious. • Ability to take the lead in critical or emergency situations. • Ability to remain calm when dealing with conflict or confrontational situations. • Be flexible in approach to work duties and tasks.	• Ability to contribute to the development of effective security services across the University. • Creative and innovative in approach to problem solving. • Comfortable in facilitating and delivering training or briefing sessions.
Other eg special circumstances (if any) appropriate to the role such as unsocial hours, travelling, Gaelic language requirements etc.	• Have a good level of physical fitness so as to be able to undertake regular internal and external foot patrols. • Willing to undertake a core shift pattern of Day shifts Monday to Friday, but to be flexible to work other shifts due to operational reasons.	

Terms of Appointment

The salary for this post is in the range of £39,560 - £46,970 per annum, commensurate with experience.

Any appointment will be made subject to satisfactory references and probation period.
For further information on various staff benefits and policies, please visit:

<https://www.abdn.ac.uk/staffnet/working-here/hr/toolkits/homeworking/#panel155846>

This role is based in the UK and as such the successful candidate will be required to live and work in the UK.

AT A GLANCE

SALARY:

Grade 6

£39,560 - £46,970

HOURS OF WORK:

Core Hours Mon – Fri Dayshift

CONTRACT TYPE: Substantive

LOCATION:

Kings Campus, Aberdeen

The candidate appointed to this post is expected to be based in the Northeast of Scotland but may be eligible for homeworking on an occasional or regular basis. It is expected that you will spend x days per week on campus. For more information, please refer to our Homeworking Policy. [Homeworking Policy.docx](#)

In accordance with the UKVI immigration rules, it is with regret that this role DOES NOT MEET THE SALARY REQUIREMENTS for sponsorship under the skilled Worker route. For this role, the successful candidate must be able to demonstrate their right to work in the UK prior to commencing employment and obtain the right to work in the UK. Information on other visa options is available at <https://www.gov.uk/check-uk-visa>.

University of Aberdeen

open to all and dedicated to the pursuit of truth in the service of others

Founded in 1495, the University of Aberdeen is a broad-based, research-intensive institution that places students at the heart of everything we do. With a reputation for excellence across multiple disciplines, we are recognized for our international reach and success in translating research into commercial ventures. Our vibrant community includes over 19,000 students and 3,400 staff from over 92 nationalities. We foster bold thinking, creativity, and innovation, providing an inclusive learning environment that challenges and inspires, with opportunities for personal and professional growth.



FOUNDED IN 1495

Fifth oldest University in the English-speaking world.



3RD IN SCOTLAND, WALES AND NORTHERN IRELAND Student Satisfaction

National Student Survey 2025



14TH IN UK Social Impact

THE Impact Ranking 2025 (Based on UN SDGs)



TOP 100 IN THE WORLD Sustainability

QS World University Rankings 2026



STRATEGY AWARD WINNER

Higher Education Strategic Planners Association (HESPA) Strategy Award Winner 2021 for Aberdeen 20240



18TH IN THE UK

Guardian University League Table 2026



18TH IN THE UK

Guardian University Guide 2026



262ND IN THE WORLD

QS World University Rankings 2026



AWARDED THE QUEEN'S ANNIVERSARY PRIZE

Research and Teaching in Soil Science, 2021



EQUIS ACCREDITED Business School

Awarded the prestigious accreditation in 2023

Current Context

The University continues to uphold its founding principles, driving positive change both locally and globally. Collaborating across disciplines and with industry partners, we deliver world-leading research in key areas: Energy Transition, Social Inclusion and Cultural Diversity, Environment and Biodiversity, Data and Artificial Intelligence, and Health, Nutrition, and Wellbeing. Our efforts in delivering world class research, teaching and student experience have placed us among the UK's Top 25 universities in major rankings (Guardian and Times & Sunday Times 2026) and 3rd in Scotland for overall student satisfaction (NSS 2025).

Aberdeen 2040

On our 525th anniversary as a University we launched [Aberdeen 2040](#), our strategic vision for the next 20 years. Four strategic themes will shape our learning and discovery, underlined by 20 commitments we have made against each theme:

- **Inclusive**
We welcome students, staff and partners from all backgrounds, organisations and communities. We value diversity.
- **Interdisciplinary**
We innovate in education and research by generating, sharing and applying new kinds of knowledge. We learn together.
- **International**
We connect with others and extend our networks and partnerships around the world. We think across borders.
- **Sustainable**
We understand and nurture our environment, and take care of our resources, including our people and finances.

Our Education

We blend the breadth and depth of an ancient Scottish university with cutting-edge research-led teaching. Our flexible curriculum empowers students to become independent learners, equipping them for the evolving job market. Committed to widening access, we continue to focus our work on ensuring our education is open to all.

Our Research

For centuries, our researchers have driven innovation and excellence across disciplines including medicine, science, engineering, law, social sciences, and the arts. Our contributions have led to five Nobel Prizes and prestigious awards such as the Queen's Anniversary Prize. We pursue intellectually rigorous research that tackles global economic and societal challenges, ensuring our impact is both world-class and locally relevant.

International

Aberdeen is increasing its international presence, positioning the University as a global organisation and building on established global partnerships around the world. The University was proud to be the first to open a dedicated campus in Doha, Qatar with the AFG College offering a wide range of UG and PGT courses. In China, the Aberdeen Institute of Data Science and Artificial Intelligence, South China Normal University (SCNU) is a joint institute between SCNU and the University of Aberdeen providing undergraduate programmes in the areas of Artificial Intelligence, Computing Science and Business Management and Information Systems. In India, the first wave of Aberdeen-Mumbai degree programmes have been introduced, extending the University's global academic offering ahead of the establishment of the University of Aberdeen - Mumbai in 2026. Strategic partnerships are also in place with the University of Calgary (Canada) and Curtin University (Perth, Western Australia).

Impact

In 2020, we signed the United Nations Sustainable Development Goals (SDG) Accord, reaffirming our long-standing commitment to sustainability and to aligning our teaching, research, and operations with the global goals. This milestone formalised our dedication to addressing some of the world's most pressing challenges, from tackling climate change and promoting equality, to supporting good health and quality education for all.

Our continued progress in this area has been recognised internationally. In 2025, we were ranked 14th in the UK and 84th in the world in the Times Higher Education Impact Rankings, which measure universities' contributions to the UN Sustainable Development Goals.



Aberdeen and Aberdeenshire

Aberdeen and Aberdeenshire have been ranked among the best places to live in the UK, according to research by HomeViews.

Scotland's third-largest city, Aberdeen, is a vibrant coastal destination framed by the dramatic North Sea coastline and the rolling hills of Aberdeenshire. As a global energy hub, the region has built a thriving entrepreneurial ecosystem, excelling in energy, technology, life sciences, and food and drink. With over 40 years of expertise in offshore energy exploration and production, Aberdeen is now at the forefront of the energy transition, applying its world-class technical and commercial skills to shape a more sustainable future.

Blending historic charm with modern infrastructure, Aberdeen offers outstanding connectivity. The city boasts frequent flights to London (just over an hour), Manchester, Birmingham, and Bristol, as well as key European destinations including Amsterdam, Copenhagen, Dublin, Geneva, and Paris.

Aberdeen is also a cultural hotspot, home to renowned venues such as His Majesty's Theatre, the Music Hall, the Art Gallery, the P&J Arena, and a diverse live music scene. Recognised in Condé Nast Traveller's Best Places to Go in the UK 2025, Aberdeen is earning a reputation for its "surprising food movement," transforming the city into a dynamic hub of global flavours and innovative dining.

Beyond the city, Aberdeen and Aberdeenshire are a gateway to outdoor adventure. From exhilarating hiking trails and summiting four of the UK's five highest peaks to paddleboarding along a scenic coastline, exploring the castles of Royal Deeside, or discovering picturesque coastal villages, the region is an outdoor enthusiast's dream.

For more information, visit www.visitabdn.com

Equality and Diversity

The University values and celebrates a diverse working and learning environment and recognises the richness this brings, both in terms of contributing to the success of the University and creating safe and inclusive cultures. The University welcomes applications from individuals with diverse lived experiences.

The University supports flexible working, including hybrid working arrangements, and has policies in place to facilitate this where it is appropriate.

In addition to flexible working options such as hybrid working, the University of Aberdeen also offers a number of other excellent benefits including:

- Generous annual leave allowance of 41 days per annum (inclusive of bank holidays)
- Options to purchase extra leave (up to 10 days)
- Sick pay scheme
- Generous USS pension scheme
- Free daytime membership access to Aberdeen Sports Village plus heavily discounted evening and weekend membership.
- Enhanced family friendly benefits
- Access to a range of wellbeing initiatives and activities

The policies can be found at <https://www.abdn.ac.uk/staffnet/working-here/flexible-working--5607.php>.

The University is committed to progressing gender equality across all its functions and has been a proud member of the Advance HE Athena Swan Charter, with the School of Psychology achieving a prestigious gold award. We have also achieved an institutional Bronze award, one Silver departmental awards and eight departmental Bronze awards. LGBTQ+ equality is championed through the University's membership of the Stonewall Diversity Champions Programme, where the University has achieved a Silver award in the Workplace Equality Index. The University is on a continual journey to respond to, and combat, gender-based violence in our community and beyond. We are proud to have been awarded the EmilyTest Charter, in partnership with the charity, EmilyTest in 2024. We all have a role to play in knowing how to signpost colleagues and students to support for gender-based violence, and training and support is available to all staff on this topic.

The University achieved Advance HE's Race Equality Charter Bronze award affirming the University's commitment to the Charter's aim of improving the representation, progression and success of staff and students who identify as belonging to a racialised group. The University launched its Antiracism Strategy in 2022, representing a bold framework for progress on race equality. Recognising the importance of addressing the under-representation of racialised groups in the senior team, the University's new Recruitment and Selection Policy embeds specific positive action measures to address this.

The University is delighted to be accredited as a [Disability Confident](#) employer and strives to ensure that disabled staff and students have the opportunity to work and study in an inclusive, accessible and supportive environment. The University's Wellbeing Strategy commits it to progressing work to tackle stigma related to mental health and action to promote and improve

health and wellbeing for staff and students. Candidates who are British Sign Language (BSL) users can contact us directly by using [contact SCOTLAND-BSL](#)

The University's work on equality, diversity and inclusion is supported by a range of networks and engagement activities, designed to provide safe spaces and raise awareness of the support available and the steps everyone can take to create inclusive campuses.

<https://www.abdn.ac.uk/staffnet/working-here/edi/>

How to Apply

Online application forms are available at www.abdn.ac.uk/jobs

The closing date for receipt of applications is **05 November 2026**

Should you have any questions about the application process please email HR
hrrecruitment@abdn.ac.uk