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| **Job Task Analysis** | | | |
| **Job Identification: 11-9197** | | | |
| **Job Title** | | Certified Security Supervisor Management | |
| **Job Purpose** | | Certified Security Supervisor Management Direct an organization's security functions, including physical security and safety of employees, facilities, and assets. | |
| **What are related job titles?** | | \* Federal Agents  \* State Law Enforcement  \* City / county Law Enforcement  \* Special Agents  \* Judicial Branches  \*Corrections Officers / Supervisors  \*Non-Governmental Organizations | \*Private Business  \* Military personnel / Leadership / Law Enforcement  \* Tribal Law Enforcement  \*Security Supervisors and Staff  \*Business Leaders  \*Non-Governmental Organizations |
| **What are the functions/tasks of the position?** | | \*Providing information to supervisors, \*Co-workers, and subordinates by telephone, in written form, e-mail, or in person.  \*Observing, receiving, and otherwise obtaining information from all relevant sources.  \*Developing constructive and cooperative working relationships with others, and maintaining them over time.  \*Analyzing information and evaluating results to choose the best solution and solve problems. | \*Handling complaints, settling disputes, and resolving grievances and conflicts, or otherwise negotiating with others  \*Develop safety standards, policies, or procedures.  \*Implement organizational process or policy changes.  \*Monitor organizational compliance with regulations.  \*Manage organizational security activities.  \*Develop organizational policies or programs |
| **Importance** | **Knowledge** | **Skills** | **Abilities** |
| High - 1 Average - 2  Low - 3 | \*Knowledge of relevant equipment, policies, procedures, and strategies to promote effective local, state, or national security operations  \*Knowledge of principles and processes for providing customer and personal services.  \*Knowledge of business and management principles involved in strategic planning, resource allocation, human resources modeling, leadership technique, production methods, and coordination of people and resources  \*Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.  \*Knowledge of principles and methods for curriculum and training design, teaching and instruction for individuals and groups, and the measurement of training effects. | \* Critical Thinking – 1  \*Coordination – 1  \*Management of Personnel – 1  \*Resources Allocation – 1  \*Monitoring - 2  \* Active Listening -1  \* Complex Problem Solving -1  \* Social Perceptiveness-3  \* Develop organizational policies or programs Judgment and decision making -3  \* Speaking – 1  \* Reading – 2  \* Safety standards, policies, or procedures.- 2  \* Organizational process or policy changes.-2  \* Monitor organizational compliance with regulations. -2  \* Manage organizational security activities. -2 | \* Deductive Reasoning -2  \* Inductive Reasoning -2  \* Oral Comprehension -2  \* Oral Expression -2  \* Problem Sensitivity-1  \* Written Comprehension – 2  \* Stress Tolerance – 1 |
| **Professional Conduct Regulation** | | Law Enforcement Code of ethics  Ethical Standards  Policies and procedures  Confidentiality standards | |
| **Median Salary** | | $47,330 - $110,000 per year (average range) | |
| **Education** | | Associates or higher | |
| **2016 Jobs** | | 992,000+ (Average) | |
| **2026 Jobs** | | 79,200 (Average) | |
| **Increase by 2020** | | + 5-9% (Average) | |

Statistics obtained from Bureau of Labor Statistics.