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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 - 2Low - 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 ethicsEthical StandardsPolicies and proceduresConfidentiality 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.