

WATER SECURITY MANAGER

Milwaukee Water Works

THE PURPOSE: Manage the physical security of the critical infrastructure of Milwaukee Water Works (MWW). Identify improvements to security systems and prioritize and oversee implementation of projects. Draft and update security policies and procedures and emergency preparedness documents. Promote security awareness throughout the Utility.

ESSENTIAL FUNCTIONS:

- ◆ Manage the physical security of the Milwaukee Water Works critical infrastructure of two water treatment plants, pumping stations, distribution system, and other Water Works facilities. Ensure that existing physical security systems are functioning optimally. Identify and define improvements as well as new projects that will provide the highest degree of security of facilities against intrusion, sabotage or other potential security breaches. Recommend systems and prioritization to Superintendent; identify internal and external (grant) funding which may be used for these projects. Collaborate with Water Works staff and external entities (e.g., security vendors, DPW security personnel) to design and implement security systems and provide technical expertise in surveillance equipment, locks, card access and other security systems as needed.
- ◆ Manage MWW contracted security guard services requirements by coordinating and supervising the work activities of security guards. Coordinate installation of devices and systems with contracted services to ensure adherence to specifications. Oversee the maintenance of all security equipment and corresponding documentation. Provide employees with current Water Works Identification /access cards. Respond to security incidents and follow up as appropriate. Collaborate with Management to provide security related training and ensure compliance.
- ◆ Coordinate the MWW emergency response plan. Draft new and maintain current existing security related documentation for review by the Superintendent. Examples include Continuity of Operations Plan, Emergency Response Plan, Vulnerability Assessment, and various security policies and procedures. Develop and implement tabletop and fullscale training exercises to improve responses and preparedness.
- ◆ Perform other duties as assigned.

MINIMUM REQUIREMENTS:

1. Bachelor's Degree in Security Management, Criminal Justice, Engineering or closely related field from an accredited college or university.
2. At least two years of professional physical security management experience (*developing, managing and implementing comprehensive security programs*).
NOTE: Equivalent combinations of education and experience may also be considered.
3. Valid Driver's License at time of appointment and throughout employment.
4. Residency in the City of Milwaukee within six months of appointment and throughout employment.

KNOWLEDGE AND SKILLS REQUIRED:

- ◆ Must be knowledgeable in state of the art surveillance equipment and technologies.
- ◆ Must be knowledgeable in physical security equipment such as locking devices, alarms, surveillance cameras and recording systems.
- ◆ Must be knowledgeable in computer software and database applications.
- ◆ Must maintain confidentiality and have high integrity.
- ◆ Must be able to coordinate security and emergency response plans with DPW Security Manager to provide seamless applications and response.
- ◆ Proven ability to collaborate with co-workers, management, and representatives of diverse agencies including law enforcement, county, state, and federal government, vendors, and contractors to achieve desired objectives.

WORKING CONDITIONS AND REQUIREMENTS:

- ◆ Must be able to drive and transverse the Milwaukee Water Works Service Area.
- ◆ Must be able to climb ladders and stairs.
- ◆ Must be able to work outdoors in all types of weather conditions and work in all areas of the Water Treatment Plants and Pumping stations, Meter Shop, DPW Field Headquarters, and Municipal Building.
- ◆ Must be able to work extended hours and be available for after hour emergency response as needed. Must be able to work altered shift hours to accomplish the needs of security and emergency response as well as conduct investigations and inspections as deemed necessary.

CURRENT SALARY RANGE (07) IS: \$52,469 - \$73,453 annually.