



POSITION: Security Systems Manager
DEPARTMENT: Security
REPORTS TO: Director of Security
FLSA STATUS: Salaried/Exempt

Summary

ASM Global, the leader in privately managed public assembly facilities, has an excellent and immediate opening for a Security Systems Manager at the McCormick Place Convention Center. The Security Systems Manager is responsible for the administration of the security systems utilized to protect McCormick Place campus facilities and for the work of contractors working on maintenance or installations of those systems. The Security Systems Manager is a subject matter expert on the physical access control, closed-circuit television, emergency communication, and mass notification systems used by the department.

Essential Duties and Responsibilities

- Responsible for the management, configuration, administration of all systems associated with security technologies including key card access systems, alarm systems, lock hardware, CCTV/video surveillance systems, incident management systems, security control room technology, and other related systems
- Develops and implements policies and procedures surrounding security technology systems.
- Responsible for access control system file maintenance, database management, and archiving of system data.
- Generates reports, analyzes data, and oversees daily workflows associated with the security systems.
- Develops and implements training on all security technology systems utilizing in-house and external resources as needed.
- Oversees the creation and maintenance of a physical security inventory of all systems and devices.
- Identifies, resolves and reports on system software and hardware failures. Oversees maintenance work on hardware and software associated with security systems.
- Plans, develops, and implements new methods and procedures designed to improve operations, minimize operating costs, and effect greater utilization of labor and materials.
- Research state of the art technology solutions. Serves as project manager or assists the assigned project manager for improvements to the security systems on campus.
- Oversees the Security Control Room to include day-to-day operations, maintenance of critical infrastructure, and training of control room operators.
- Coordinates with the Office of Emergency Communications for Special projects and attends Citywide Camera meetings.
- Responsible for the set-up and recording of surveillance cameras, motion detectors and monitors for special investigations and/or future integrations of campus partners.
- Performs other duties as assigned.

Supervisory Responsibilities

Provides overall direction, coordination, and evaluation of the McCormick Square Security Department staff. Carries out the full spectrum of supervisory responsibilities in accordance with ASM Global's policies and applicable laws.

Qualifications

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and Experience

- Minimum of Associates Degree in Computer Science or related field and 10 Years of equivalent work experience.
- 3-5 years of relevant work experience working with physical access control, closed-circuit television, emergency communication, mass notification and/or related systems.
- Previous experience working with Genetec is preferred.

Skills and Abilities

- Must have knowledge of computer networking and systems administration.
- Advanced knowledge in security system management, CCTV system operations, and access control technology.
- Ability to use database management systems and software to control the organization, storage, retrieval, security, and integrity of data.
- Experience using extensive proven root-cause analysis of technical issues.
- Strong verbal, written, communication and interpersonal skills, and a commitment to quality and customer service required.

Computer Knowledge

To perform this job successfully, an individual should be proficient in Microsoft office, Microsoft Server and Genetec.

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Specific vision abilities required by this job include close vision for review of programs and data reporting for long periods of time.

Hours of work and travel requirements

This position will generally work standard business hours, but the candidate may be required to be flexible and work off-schedule hours including holidays and weekends. Hours may vary due to projects and/or training responsibilities. Responsible for system troubleshooting during off hours.

Note

The essential responsibilities of this position are described under the headings above. They may be subject to change at any time due to reasonable accommodation or other reasons. Also, this document in no way states or implies that these are the only duties to be performed by the employee occupying this position.

Please use the below link to apply:

External Candidates:

https://asmglobal.wd1.myworkdayjobs.com/careers/job/Chicago-IL/Security-Systems-Manager_R10012861

Internal Candidates:

https://asmglobal.wd1.myworkdayjobs.com/careers/job/Chicago-IL/Security-Systems-Manager_R10012861

Recruiter- Shalanda Hedrick
McCormick Place – ASM Global
301 E. Cermak Rd, Chicago, IL. 60616

Applicants that need reasonable accommodations to complete the application process may contact 312.791.7000.

ASM Global is an Equal Opportunity/Affirmative Action employer, and encourages Women, Minorities, Individuals with Disabilities, and protected Veterans to apply. VEVRAA Federal Contractor.

We will accept applications from 07-28-22 and until position is filled.