



**Position: Site Security Coordinator (SSC)**

DECO is a privately held global provider of security, training, consulting, program management, and professional services to clients throughout the world. We are looking for the following position at several locations overseas:

**Site Security Coordinator (SSC)**

**Minimum Qualifications:**

- U.S. Citizens at least 25 years of age or older
- Must have a Top Secret security clearance
- Possess at least a high school education or GED equivalent
- Must meet qualifications for either Construction Surveillance Technician (CST) or Cleared American Guard (CAG) (See qualifications below)
- Five to ten years of supervisory experience preferably overseeing CSTs or CAGs
- Able to read and understand the English language to effectively carry out applied printed rules, detailed orders, instructions and training materials
- Able to write detailed reports, analyze problems, findings, and security situations that require staff actions
- Demonstrate proficiency in use and safe handling of all required equipment assigned to a post
- Interact and tactfully communicate with government employees, visitors, and other vendor personnel.
- Courteous, tactful, diplomatic, and able to maintain self-control even when firmness is necessary in the performance of duties.
- Understand, clearly explain, interpret, and apply rules, regulations, directives, and procedures.
- Demonstrate poise, self-confidence, and the ability to make sound decisions and react quickly under stressful conditions.
- Present clear and concise oral reports.
- Learn and adapt to changing situations.
- Accept and respond to verbal and written instructions and directions.

All personnel will maintain superior health and physical fitness. At the start of the contract, each person will undergo a complete medical examination.

**Qualifications for Construction Surveillance Technicians (CST)**

- Must have at least five (5) years experience in at least one of the following areas of expertise:
  - Construction security surveillance
  - Technical Surveillance Countermeasures

- Industrial or government security involving counterintelligence
- Construction quality assurance
- Hands-on supervisory construction experience
- Knowledgeable of all construction disciplines, to include Civil, Architectural, Mechanical, Electrical and Electronic Engineering principles.
- Capable of reading and analyzing designs and blueprints, and recognizing the architect's intended use.
- Capable of analyzing designs and structural complexities, which are intended to mask an ulterior purpose not wanted by the architect.
- Comprehensive knowledge of Technical Surveillance Countermeasures, construction principles and devices used by hostile and friendly intelligence services for the purpose of clandestine surveillance, including but not limited to:
  - Signal Intelligence
  - Photo Intelligence techniques
- Strong knowledge of Security Classification Guide for Design and Construction of Overseas Facilities.
- Thoroughly knowledgeable of Department of State security procedures and the level of security required in various parts of each facility under construction/renovation.

**Qualifications for Cleared American Guards (CAG):**

- At least three years experience in guard duty or security, preferably with the U.S. military or Government, including an operational knowledge of technical security systems (e.g., alarms, metal detectors, and x-ray devices and closed circuit television).
- Operational knowledge of technical security systems.
- Working knowledge of security processes and procedures
- General knowledge of DOS security procedures as they relate to construction security requirements.

**Duties and Responsibilities:**

The purpose of the SSC is to assist the DoS Security Office with the day-to-day security coordination and management of DoS and OBO Construction Projects. SSC surveil un-cleared workers and monitor the daily activities of the construction contractor personnel, perform escort services of un-cleared workers and material from the secure warehouse/storage area to the Controlled Access Area (CAA), and perform offsite escort services.

To be considered submissions must include a resume and cover letter **with salary expectations.**

EOE/AA/M/F/D/V Employer