

## Security Specialist, Corporate Security

Control Risks is a specialist risk consultancy that helps to create secure, compliant and resilient organizations in an age of ever-changing risk. Working across disciplines, technologies and geographies, everything we do is based on our belief that taking risks is essential to our clients' success.

We provide our clients with the insight to focus resources and ensure they are prepared to resolve the issues and crises that occur in any ambitious global organization.

We go beyond problem-solving and give our clients the insight and intelligence they need to realize opportunities and grow. From the boardroom to the remotest location, we have developed an unparalleled ability to bring order to chaos and reassurance to anxiety.

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### Our people

Working with our clients our people are given direct responsibility, career development and the opportunity to work collaboratively on fascinating projects in a rewarding and inclusive global environment.

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### Location

Minneapolis/St. Paul, MN

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### Engagement

Full time, contract-based position

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### Department

Embedded Consulting Services (ECS)

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### Job Purpose

The Security Specialist is a role within Corporate Security group. Corporate Security conducts internal investigations related to potential employee misconduct, fraud, theft and other potential criminal activity; provides computer forensic support and analysis to the Enterprise, manages threats of violence to the workplace; provides executive protection services for company leaders; coordinates with law enforcement and responds to law enforcement requests and activities; and provides 24/7 response to security issues.

The Security Specialist will be responsible for establishing and managing a streamlined investigations intake workflow and customer service engagement process for a multi-functional Corporate Security team.

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### Tasks and responsibilities

- Triage and escalate security incidents to appropriate stake holders as necessary to ensure cases are addressed and closed in a timely fashion;
- Provides investigative support to Corporate Security investigators and performs preliminary and lower ranked Tier 1 investigations;
- Manages workflow that determines priority, level of support, and type of engagement;
- Manages multiple issues concurrently;
- Collaborate with internal stakeholders (e.g Enterprise Health & Safety,

Enterprise Information Security, Human Capital/Employee Relations, Legal and Real Estate Services) along with external customers in gathering information to ensure exceptional level of investigations support occurs;

- Must be able to interact with peers, management, and senior leaders in a constantly evolving environment to ensure a positive customer experience and atmosphere in the workplace.

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#### Knowledge and experience

- Undergraduate degree or equivalent work experience will be considered;
- 3-5 years of law enforcement experience or military preferred
- 2 years of experience of documenting processes and procedures while effectively prioritizing multiple tasks, priorities, projects, and deadlines;
- History of providing investigative support or conducting investigations;
- Comfort and familiarity with engaging law enforcement;
- Demonstrated understanding of Physical Security controls and end to end life cycle of incident response.

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#### Qualifications and specialist skills

- Proficiency with MS Excel, Word, PowerPoint, Visio and SharePoint;
- Superior interpersonal and verbal/written communication skills;
- Ability to engage internal and external stakeholder groups through clear and concise communication;
- Demonstrated ability to prioritize and balance multiple priorities and projects;
- Understanding of methodologies to collect, analyze and share metrics from multiple data sources;
- Outstanding organizational skills;
- Demonstrated level of exceptional integrity and ability to handle sensitive and confidential information;

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#### Behaviors

All employees are expected to display behaviors reflective of our company values: Integrity and Ethics, Collaboration and Teamwork, Commitment to People and Professionalism and Excellence.

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#### How to apply

If your qualifications, experience and aspirations match our requirements, email a covering letter and CV to:

[livia.consedine@controlrisks.com](mailto:livia.consedine@controlrisks.com)