Control Risks is a global risk consultancy specialising in helping organisations manage political, integrity and security risks in complex and hostile environments.

We are a medium sized, rapidly growing company. Since our inception in 1975, we have worked with more than 5,000 clients in over 135 countries worldwide. Our renowned expertise, the breadth of our services and the geographical reach of our organisation enables us to help our clients meet their challenges and realise new business opportunities across the world.

People should come to work with us because we provide real benefit to many of the world's leading organisations. In doing so we give our people direct responsibility, career development and the opportunity to work on some fascinating projects in a rewarding, diverse and enjoyable environment.

**Job Title**

Associate Consultant

**Location**

London

**Type of Engagement**

Permanent, Full time

**Department**

Security Risk Consulting

**Manager**

Partner, Security Risk Consulting

**Job Purpose**

The Associate Consultant, Security Risk Consulting, is a fee earning consultant who will support clients and other team members to deliver security risk consulting services with a focus on security reviews, audits and security planning. The Associate Consultant will also be required to have the capacity to support broader crisis and security consulting tasks as required.
## Tasks and Responsibilities

Work with team members on crisis and security consulting engagements of diverse scope and complexity consistent with industry best practice and drawing on personal experiences. Specifically, with guidance from senior team members:

**Security risk consulting**
- The associate consultant will be expected to support security reviews and audits, security planning and other similar tasks. The incumbent will also be required to undertake broader crisis and security consulting tasks as directed.

**Task Management**
- Support consultancy assignments
- Participate in client meetings
- Ensure that practices, policies, strategy and services are fully aligned with client need
- Support maintenance of client relationships; act in conjunction with consultants and key account managers
- Maintain time and expense records to ensure accurate invoicing in accordance with company procedure

**Task Delivery**
- Delivery of tasks for clients on time, on budget, to the highest standards
- The role may involve significant travel to client sites and Control Risks offices (across the region)
- From time-to-time the role may require consultants to support in crisis or emergency evacuation situations, sometimes requiring short-notice and/or extended deployment to the field.

## Knowledge and Experience

### Essential
- Exceptional written and interpersonal communications skills
- Creative and analytical problem-solving skills
- Demonstrated team player as well as independent capacity to work with minimal supervision
- The ability to multi-task and balance competing requirements
- Ability to undertake frequent, short trips as needed
- Commitment to continuous professional development
- Excellent presentational skills

### Preferred
- Regional experience in Africa or experience on-the-ground in developing countries and emerging markets
- Management consultancy / Big 4 consulting experience
- Project management methodologies (e.g. PRINCE2) and expertise in their application
- Current standards and practices as used in security risk management
- Understanding of security and risk management challenges in emerging markets (particularly in Africa)
- Languages
- Commercial skills
Minimum Qualifications

- Educated to degree level or equivalent

Preferred Qualifications

- Degree in security, risk, BCM, Crisis Management or related discipline
- Appropriate professional membership

Problem Solving / Decision Making

- Information gathering
- Analysis and judgement

Relationship / Personal Impact

- Strong interpersonal skills – building trust and rapport
- Managing clients

Communication

- Report writing in English to the highest professional standard
- Ability to communicate using range of techniques with clients and colleagues alike

Other

- Attention to detail
- Excellent time management skills
- Proven ability to prioritise work
- Sound knowledge of all Microsoft programmes

Competencies

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

How to apply

If your qualifications, experience and aspirations match our requirements please email a covering letter and C.V. to: CSCRecruitment@controlrisks.com

Please ensure you include the words ‘Associate Consultant’ in the subject line of the email.