

REFORMED CHURCH UNIVERSITY

(A REFORMED CHURCH IN ZIMBABWE INSTITUTION)

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The Reformed Church University (RCU) invites applications from suitably qualified and experienced candidates to fill the following position.

Security guards x 4

Duties and Responsibilities

- Patrol farm and construction premises to prevent and detect signs of intrusion and ensure security of fence, doors, windows, and gates.
- Investigate disturbances and advise authorities.
- Monitor and authorise entrance and departure of employees, visitors, and other persons at premises.
- Write reports of daily activities and irregularities, such as equipment or property damage, theft, presence of unauthorised persons, or unusual occurrences.
- Call police in cases of intrusion by unauthorised persons or fire departments in cases of emergency, such as fire.
- Intermingles with visitors, patrons, and employees to preserve order and protect property.
- Answer telephone calls and take messages, and relay information during non-business hours.
- Control traffic by directing drivers.
- Escorting motor vehicles, transporting individuals to specified locations and to provide personal protection.
- Guard cash in transit vehicles to and from various places.
- Any other duties as assigned by superiors.

Requirements

- 5 O'level subjects.
- Certificate of service from ZRP/Prisons is an added advantage.
- Candidates must have knowledge of weapon handling.
- Candidates must be prepared to be deployed anywhere where there is need

Interested candidates should submit six copies of applications, giving full personal particulars, which should include full names, Identification Number, place and date of birth, employment

and experience, date of availability, telephone numbers, names and addresses of three (3) referees, certified copies of academic qualifications, transcripts, birth certificate, and National ID. Applications should be clearly marked on the envelope the position applied for and directed to:

**The Registrar
Reformed Church University
P. O. Box 80
Masvingo**

and candidates who possess the qualifications and experience should bring their detailed CV to the University or send them at hr@rcu.ac.zw before 03 December 2024.

NB Only short listed candidates will be communicated with.

