

Tech Data Job Description

Job Title: Regional Manager Loss Prevention & Security BeNeLux/Germany
Reports To: Director Loss Prevention & Security Europe
Job Family: Facilities/Administration/Legal

1. Job Purpose

Responsible for implementation and management of EMEA security strategies and standards to ensure protection of people and assets and to support various operations throughout his region. Manages, coordinates and directs field security staff in his country of responsibility. Conducts frequent on-site evaluations of the security posture at all TD facilities including, but not limited to, guard operations, alarm systems, access control, CCTV and recording equipment, police liaison and perimeter control. Provides written reports of deficiencies to the Director of Loss Prevention and Security Europe and to the appropriate Management. Conducts investigations relating to missing product and fraudulent activity, and coordinates findings with Corporate Officials and Law Enforcement Agencies. Works closely with inventory control in his area to ensure that missing product is reported on a timely basis.

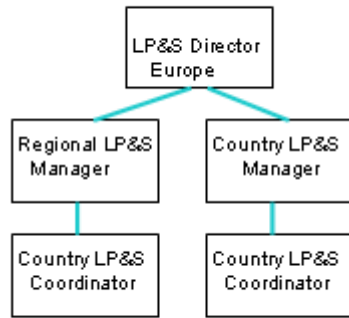
2. Accountabilities:

The position reports to the Loss Prevention & Security Director but with dotted line to the Finance Director in order to assure all necessary support and coordination. In order to provide satisfactory services the position must focus on:

- Regular training of Tech Data personnel regarding loss prevention, Fraud and security issues.
- Conducts scheduled field reviews of the Company's physical security posture at the Logistics Centers in his specific region.
- Conducts periodic unscheduled visits to the company offices and facilities to ensure compliance with corporate policies and procedures.
- Coordinates installations and enhancements of Physical Security including but not limited to Alarm -, Access Control -, and CCTV Systems with providers and on-site installers.
- Oversees all aspects of local security, including but not limited to, guard operations, alarm systems, access control, CCTV and recording equipment, police liaison and perimeter control.
- Prevents and reports any loss or theft to company property or time.
- Ensures compliance with established corporate security policies.
- Scheduled audits of physical security installations.
- Arranges for repairs of any inoperative security equipment with appropriate subcontractor.
- Conducts monthly test of all alarm systems with central monitoring stations.
- Records all alarm activation's, including false alarms. Be available to respond to alarm activations on weekends and holidays. Back up process to be set up if possible and necessary.
- Conducts regular training to company personnel regarding loss prevention and security issues.
- Conducts random "security cycle counts" of "hot shrink" items, independent to Inventory Control's routine cycle counts.
- Reports all major discrepancies and variances via weekly error reports.

- Maintains a proactive stance and makes recommendations that enhance the company's security posture.
- Negotiates and recommends to the Director Loss Prevention & Security annual contracts with security guard contractors for all facilities in his Region.
- Is available for travel on short notice to address urgent security needs whenever and wherever they may arise.
- Assists in and conducts field investigations, and reports findings to appropriate Corporate Officials and Law Enforcement Agencies.
- Maintains close liaison with the Facility Directors to ensure timely notification to the Loss Prevention & Security Department of security related issues.
- Manages and supervises the security personnel in the Logistic Center.
- First in line to react on security and fire alarms.
- Co-ordinates closely with the Inventory Control Departments within the Country, to ensure that established procedures are being followed, and that timely notification of losses are reported to the Loss Prevention & Security Regional Manager and the Logistic Center Director.
- Identify and assist in the implementation of minimum-security standards and all LP&S related procedures
- Follows up on litigation (Civil or Criminal) involving individuals investigated, arrested and/or terminated from employment from Tech Data Corporation.
- Testify in all judicial proceedings in state or federal court relative to litigation (Civil or Criminal) that evolves from investigative activities within the Logistics Centers. An official agreement from the local legal department has to be provided.
- Is available to confer and assist other regions, and to travel as necessary, in regard to loss prevention & security issues.
- Provides oversight for independent investigations of allegations made as to impropriety, conflict of interest, internal or external theft or fraud involving Logistic Centers in his area.
- Provides a leadership and coordination role relative to internal investigations affecting the Human Resources Department, the Legal department, other Operational Departments and law enforcement authorities.
- Effectively balances Corporate Security protocols in the logistics centers with management's requirement regarding productivity, to ensure that both adequate security objectives and essential logistics objectives are being met.
- Establish and maintain a standardized audit program to serve as a means to measure shrinkage, cost/benefit effectiveness and functional compliance.
- Develops security education programs and training for Logistic Center associates to raise the awareness level relating to protection of company property and personnel.
- Develops a local network of professional security contacts in the logistics environment to enhance our business and security intelligence profiles.
- Conducts security surveys of trucking terminals of firms doing business with Tech Data.
- Check and transmit video evidence for hand over of the goods to the carriers.
- Performs other duties as assigned by Director, Loss Prevention & Security EMEA.

3. **Organization**



4. Dimensions

5. Knowledge Skills and Experience

Leadership skills to provide direction to local security staff. 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.

Skills

- Able to work effectively in a multi-tasking environment.
- Able to work constructively under stress and pressure.
- Able to communicate clearly both orally and in writing.
- Able to conduct in depth interviews and investigations relating to criminal violations.
- Able to evaluate and make recommendations to enhance physical security systems.
- Able to train, supervise, and motivate subordinates.
- Able to take appropriate corrective action in a constructive manner involving subordinates and superiors.
- Able to build a team attitude by managing employees in a way that fosters teamwork instead of individual gain.
- Able to interact openly and directly with others.
- Able to work effectively with law enforcement agencies.
- Able to design and implement specialized training for security personnel to identify trends/patterns indicative of theft or fraud.
- Able to work effectively in an inter-agency environment with security professionals and local law enforcement.
- Possess a high degree of creativity and initiative to develop realistic strategies to identify and correct program deficiencies and improve methods of operations within the logistics security environment.

Knowledge

- INTERNAL: 4-year degree plus 4 years of relevant experience.

- EXTERNAL: 4-year degree plus 10 years relevant management experience.
- Minimum of 10 years experience in security or law enforcement management.
- Regional native language plus good notice of English and German.
- Strong investigative background.
- Advanced Computer Skills.

Working Conditions:

- Normal professional, office and logistics center environment (closed office).
- Based in Aalst / Belgium.
- Exposure to high warehouse environment.
- Some travel required.

The statements above are intended to describe the general nature and level of work being performed by people assigned to this job.
Other duties may be assigned as needed.
