

ROLE DESCRIPTION: SECURITY MANAGER

WHAT YOU DO

As part of the Support Office team, you ensure business continuity by management of risks that may have a negative impact on H&M Group business & brands.

Providing peace of mind, you manage and support your team to ensure the H&M Group is a place where employees and customers can feel safe.

You drive the 6 security areas by influencing behaviour through effective leadership, to reach the “right level of security” in your local organization.

WHO YOU ARE

Strong inspirational leader with the ability to create results.

Drive and ambition to keep the company and our colleagues secure and safe.

You motivate, inspire and drive the team to comply with company security and safety policies and procedures.

You can communicate with people at all level and want to contribute to company’s meaningful growth.

HOW YOU DO IT

By acting in line with our values, having the right mindset and (if applicable) leadership you contribute to the business success of the H&M Group.

No matter what your role may be at the H&M Group – WHAT you do is as important as HOW you do it.

WHAT YOU DO

Your responsibilities

Add/remove/change main areas of responsibilities and explain major tasks in a couple of bullet points

Risk Management <i>You ensure business continuity by identifying, assessing and analysing the potential risks that may have a negative impact on our company.</i>	<ul style="list-style-type: none">● Conduct regular risk assessments based on risk identification, risk analysis and risk evaluation in order to minimize external or internal threat exposures to our business based on the demands from the Green Security Standard – Sales Security Department● Ensure (implement and follow up) compliance with global policies, standards and local legislation● Sustain Code of Ethics program as part of the values and way of working at all local operations. Carry out necessary investigations and reports● Monitor, coordinate and follow up the processes and guidelines to achieve goals in the local organization● Report major deviations and all KPI's to the Regional Security/Compliance Manager
Health and Safety <i>You contribute and sustain to a healthy and safe working environment throughout the business operation by building a strong health and safety culture.</i>	<ul style="list-style-type: none">● The company's crisis management processes are followed by being an active part of the crisis team and conducting crisis trainings in the local organization● Take preventive measures, recognize safety hazards and initiate actions to prevent incidents/accidents to our employees and customers● Health & Safety incidents/accidents are reported, and analysed● Raise awareness by providing the essential safety and security training materials. Trainings are completed on a regular basis as per global and local requirements● Assess travel risks using the available tools and take appropriate mitigation measures if needed
Asset Protection <i>You work proactively with H&M group technology and people, continuously looking for better ways of protection while maintaining a great customer experience.</i>	<ul style="list-style-type: none">● Follow the global project management and sourcing process when it comes to opening a new or rebuild stores, offices or distribution centres● Plan and purchase security services and global technical solutions based on our standards● Technical knowledge on all global security systems, including specific market situations to prevent new risks and potential crisis for the company

Loss Prevention <i>You follow up and analyse main KPIs and initiate actions to increase profit, balancing long and short-term plans.</i>	<ul style="list-style-type: none"> ● Analysing the shrinkage results and follow up that the KPIs are reached based on the set targets ● Implement, maintain and follow up a systematic Loss Prevention Strategy for reducing shrinkage ● Ensure the available LP tools are being used to their full potential ● Initiate and execute fraudulent investigations
Information security You are your managements security advisor by being aware and highlight the cyber security risks	<ul style="list-style-type: none"> ● Reach and maintain compliance with PCI DSS and Information security (Cyber security) by making sure your organisation is taking their responsibility. ● Make sure that security incidents are managed and reported ● Make sure that information security awareness is reached to your organisation
Lead your team You secure the right knowledge and behaviour in your team	<ul style="list-style-type: none"> ● Create conditions to enable performance of teams and individuals ● Identify and develop talents in order to build (future) organisation and diverse team ● Strengthen team and foster collaboration

WHO YOU ARE

Your knowledge and personal characteristics

Knowledge consists of education, skills, experience

Education <i>University degree (or equivalent) is optional as the certificates and not mandatory</i>	<ul style="list-style-type: none">• Formal education within Business administration Certification: <ul style="list-style-type: none">• CPP (Certified Protection Professional)• PSP (Physical Security Professional)• APP (Associate Protection Professional)• PMP (Project Management Professional)• Other trainings or professional courses relevant to the role can be an asset
Skills <i>Following skills are relevant and mandatory for the role</i>	<ul style="list-style-type: none">• Fluent in English mandatory (written/spoken)• Problem solving ability, analytical and numeracy skills• Good communication, presentation and training skills• Competent with Office 365 tools• Strong knowledge on policy implementation and compliance
Experience <i>Following experience is relevant and mandatory for the role</i>	<ul style="list-style-type: none">• High performing Manager with exceptional results• Minimum 3 years' Security experience or equivalent• Managing a team / part of senior management team• P&L / Sales / Budget / Forecasting• Driving transformation / implementing strategies
Personal characteristics	<p>People and relationships Communicative / influencing / socially confident / supportive</p> <p>Tasks and projects: Analytical / methodical / operational / strategical</p> <p>Drives and emotions Resilient / ethical / decisive and action oriented / achievement orient</p>

HOW YOU DO IT

Your behaviours: living the values, growth mindset, leadership (if applicable)

No matter what your role may be at H&M – WHAT you do is as important as HOW you do it. This part applies to all roles at H&M and should not be edited.

Our Values The spirit that defines our culture and reflects the heart and soul of H&M	Values in action Our values described as behaviours – shared by all H&M colleagues regardless of role		
<ul style="list-style-type: none"> • We are one team • We believe in people • Entrepreneurial spirit • Constant improvement • Cost conscious • Straight forward and open minded • Keep it simple 	TEAM PLAYER <ul style="list-style-type: none"> • Being open minded • Communicating clearly • Enjoying teamwork • Being flexible 	RESULT DRIVEN <ul style="list-style-type: none"> • Working towards goals • Trying new things • Improving efficiency • Developing yourself 	BUSINESS MINDED <ul style="list-style-type: none"> • Focusing on customer value • Taking responsible decisions • Seeking opportunities • Seeing the bigger picture
Growth mindset (also called the agile mindset)	<ul style="list-style-type: none"> • Positive attitude to change / embrace challenges / persevere in the face of failure • Desire to learn / putting effort to build new skills / learn from mistakes / ask for feedback and learn from it • Find inspiration in success of others 		
Leadership (if applicable) Our Global Leadership Expectations – behaviours shared by all leaders at H&M Group This part is currently under review and will be updated as soon as the new version is finalized. In the meantime we use the existing leadership expectations criteria.	Leadership in action <ul style="list-style-type: none"> • You act with trust and integrity • You lead by example • You lead with vision • You drive goals forward • You build your team • You communicate in an inspiring way • You develop others • You develop yourself 	In addition, our senior leaders should be evaluated against the following additional criteria: <ol style="list-style-type: none"> 1) has a holistic mindset and focuses on the success of the whole company and not only on the success of the own business 2) proactively involves and co-creates with different stakeholders and truly believes that diversity increases the quality of decisions 3) questions established “truths” to break new ground 4) is solid and stays calm and true to him/herself even under great stress and high pressure 5) is visionary and co-creates innovative and inspiring visions 6) passionately engages and empowers others to turn visions into reality 7) has an authentic and influential leadership presence 8) moves ideas into execution even under challenging circumstances. 9) is highly curious and genuinely interested in learning from diverse viewpoint 	