Job Summary
Reporting into the General Manager, the Security Supervisor is responsible for the management and administration of the Security Management System and provides leadership to Security staff regarding day-to-day operations. The Security Supervisor **is** a advocate of safety, and ensure site compliance with regulatory requirements of INFARMED and with Portuguese Privacy Legislation.

Job Description

- <u>Role and Responsibilities</u>
- Management, configuration, modification, and operation of the Tilray Security Management System: CCTV - cameras, servers, switches, access controls - card readers and intrusion system - contact sensors, infrared sensors and burglar panels.

- Ensure monthly component checks of all physical security components and store documentation for future revision;

- Coordination of repair of defective safety components;

- Linking all Tilray departments (including Security, IT, Facilities and Production) to schedule and coordinate system outages, which will have the least impact on production-related operations;

- Maintain all documents related to scheduled and unscheduled maintenance interruptions, ensuring that interruptions conform to the standards required and available for audit at the Inspection;

- Ensure that reported access errors are documents;

- Ensure that all documentation on the drive is archived in the Security for review and audit folder;

- Identify development opportunities (Training) to ensure proficiency in the operation of new and existing technical safety components;

- Connection with the alarm monitoring company in all aspects of the Installation Intrusion System, including maintenance and changes to the intrusion panels, and documentation related to intrusion partitions and zones;

- Conducting Job Task Observations to track the development of Security Personnel;

- Conducting annual employee evaluations providing feedback to improve development in areas of need and reinforce development in areas of strength;

- Responsible for transport of product and samples.

Qualifications and education requirements

- Professional Course of Security;

- Proficiency in English is required;

- License to exercise the function of Security Supervisor;

- 5+ years performing head of security role, holding site accountability;

- Collaborative and inspirational leader;

- Ability to work closely with various level of employees and management;

- Must have a solid technical background in Security Management Systems or related systems: Access Control, CCVE and Intrusion Systems;

- Domain of integrated intrusion systems and components related to intrusion (contacts, IR sensors, etc.);

- Have an excellent knowledge of safety