

Senior Resilience Consultant

Overview

Horizonscan Ltd are specialist consultants in Resilience, Crisis Management and Business Continuity who work with clients around the world. We are looking to recruit a Senior Resilience Consultant to join our growing team.

Reporting directly to the Lead Resilience Consultant the role holder will be part of a high-performance team with responsibilities in supporting the delivery of Business Continuity, Crisis Management, Risk Management and Organisational Resilience solutions to a diverse range of clients.

All about you

We are looking for a motivated individual with the following skills and experience:

- Business Continuity Management and/or Risk, Crisis, Disaster, Security, IT Disaster Recovery or Supply Chain Management experience
- Excellent communication and facilitation skills
- Knowledge of relevant ISO Standards and current best practice
- Someone who enjoys problem solving and coming up with new and innovative ideas.

Alternatively, you will bring relevant skills and experience from an Emergency Services, Military or Emergency Planning background. You will be required to deputise, at times, for the Lead Resilience Consultant while supporting two Resilience Consultants.

Important notes:

1. If you are a recent graduate without professional experience, this role is not suitable for you. However, we do regularly advertise opportunities to join our Graduate Scheme on our website.
2. The position is based at our Head office in Sandwich, Kent. You must be able to travel and work from the office daily.

HORIZONSCAN

RISK - RESILIENCE - READINESS

Responsibilities:

- Delivering high-quality advice, training and consultancy in a “hands on” client facing role in the following areas: Business Continuity, Organisational Resilience, Crisis Management, Risk and Security.
- Supporting the Lead Resilience Consultant in project management and developing commercial relationships.
- Developing and supporting the delivery of Crisis Simulation Exercises.
- Managing the full lifecycle of a Business Continuity Management system.
- Conducting audits, site surveys, Business Impact Analysis, risk workshops, gap analysis, interviews and hosting teleconferences.
- Producing high-quality documentation and reports such as Business Continuity Plans, policy documents, audit reports etc.

Essentials for a candidate:

- You must have professional experience in one or more of the following areas: Risk Management; Crisis Management; Disaster Management; Business Continuity; Organisational Resilience; Supply Chain Management; Security Management or have recent Emergency Services or Military experience.
- Excellent communication skills.
- Excellent report writing skills.
- Ability to carry out high-quality research independently.
- Experience of presenting to a senior management audience.
- Highly motivated and able to work with limited supervision.
- Willingness to travel globally if required.
- Proficient IT skills using MS Office tools (Word, Excel, PowerPoint, Outlook).
- Valid UK driving license.
- Valid Passport.
- The right to work in the UK.
- If you are not currently CBCI qualified, you will be required to pass the CBCI exam before you can complete your probationary period.

Other skills and experience are desirable but not essential and we are committed to training and developing you in this role.

HORIZONSCAN

RISK - RESILIENCE - READINESS

Desirable skills:

- Bachelor's or Master's degree in a relevant field.
- CBCI (Business Continuity Institute), CBCP (DRI) or Institute of Risk Management (IRM) certification.
- Working knowledge of ISO22301, ISO31000 and BCI GPG 2018.
- Experience in producing policy documents.
- Experience working within regulated industries.
- International experience.
- Audit experience.
- Project management experience.
- Language skills (particularly Mandarin, Spanish, French, Portuguese or Arabic).
- Knowledge of the RSA Archer Platform.

Salary and rewards:

The role is full-time and based at our head office in Sandwich Kent, with a salary between £35,000 and £42,000 based upon skills and experience. The successful applicant will have access to Horizonscan's bonus scheme, daily food allowance, pension scheme and 28 days annual leave plus bank holidays.

Application process:

1. Please apply to recruitment@horizonscanbcp.com attaching your CV (which must contain 2 references) and a cover letter. These will be kept for the duration of this recruitment procedure. For unsuccessful candidates, CV's and cover letters will be destroyed in line with our retention policy which conforms with current Data Protection legislation.
2. If you are shortlisted for an interview, you will need to provide evidence of your right to work in the UK. The closing date for applications is Friday 26th July 2019.
3. Interviews will take place during the week of 19th August.

As we generally experience a large number of applications, we regret that only shortlisted candidates will be notified.

Horizonscan Limited respects and adheres to Equal Opportunities legislation, particularly the Equality Act 2010, as defined in our Equality Policy.