



BY-LAW ENFORCEMENT OFFICER

\$22.56 - \$29.28/hour

Full Time

Plus a comprehensive benefit package and OMERS pension plan

Applications are invited for this full-time opportunity in the C.U.P.E. Local 115 (Inside) bargaining unit and part of the Building & By-Law Services Division within the City's Economic & Development Services Department.

Reporting to the Chief Building Official the By-Law Enforcement Officer is responsible for assisting in the education and enforcement of municipal by-laws to ensure the safety and health of the public by maintaining acceptable standards. Included are by-laws regulating noise, animal control, smoking, parking, licensing, property standards, as well as any other by-laws which may be enacted by Council.

Requirements:

- Two (2) year College Diploma in police foundations, law and security or a related field.
- Minimum of one (1) year of experience in by-law enforcement in a municipal environment.
- Valid "G" class driver's license in the Province of Ontario.
- Knowledge and understanding of the Provincial Offences Act and other applicable Municipal, Provincial and Federal Laws.
- Knowledge of legal and court processes.
- Ability to exercise good judgement in enforcement functions and decision-making.
- Strong interpersonal and communication skills, both verbal and written, and strong relationship building skills combined with tact and diplomacy, proven skills in facilitation, and conflict resolution.
- Ability to conduct investigative inquiries under potentially sensitive situations.
- Ability to remain current with legislation, industry standards and best practices as well as demonstrate a commitment to continuous learning.
- Advanced computer proficiency including thorough knowledge of Microsoft Office and database software.

Working Condition:

- Some work may be carried out in inclement weather.
- Required on occasion to enter uncertain environments and may have dealings with aggravated or upset residents who are in contravention of by-laws.
- Ability to respond after hours to emergency calls.
- Conduct duties by foot or vehicle.
- As a condition of employment, you will be required to submit medical documentation of physical ability to perform the duties of position, along with a satisfactory criminal record check as approved by the City of Brockville.

The personal information submitted is collected under the authority of The Municipal Act and is protected under the Municipal Freedom of Information and Protection of Privacy Act and will be used for employment assessment purposes only. The municipality is an equal opportunity employer following the rules and regulations set out by the Human Rights Code and the Integrated Accessibility Standard Regulation.

Interested and qualified candidates should submit your cover letter and resume marked "By-Law Enforcement Officer" on/before 4:00 p.m. on Tuesday, October 20, 2020 to the following:

Human Resources Department
City of Brockville
P.O. Box 5000
1 King Street West
Brockville, Ontario K6V 7A5

email: hr@brockville.com

The City of Brockville wishes to thank all applicants and advises that only those chosen for interviews will be contacted.