

Town of Caledon

make a difference



Job Title: Manager, Regulatory Services

Closing Date: May 10, 2017

Town of Caledon is a dynamic municipality that successfully balances urban, rural and agricultural communities. Our energetic staff are guided by our core values that create an environment for continuous improvement and customer service excellence.

In addition to offering exciting career opportunities, the Town also provides a competitive and comprehensive total rewards package. Come see how you can **make a difference**.

The Opportunity

Reporting directly to the General Manager, Corporate Services/Town Clerk, the Manager, Regulatory Services will oversee all aspects of Regulatory Services. You will be responsible for developing, organizing and directing an effective, customer-focused and progressive bylaw service. The Manager, Regulatory Services will establish and implement best practices and standards within Property Standards, Parking Enforcement and Animal Services and will monitor the division's performance in accordance with established standards and legislative requirements. You will be responsible for consulting and liaising with external agencies, council, committees, internal departments, stakeholders and the general public on legislation and policy initiatives, proactively building and maintaining important relationships. The Manager, Regulatory Services will be responsible for analyzing problems, programs and public issues and developing innovative solutions. You will be responsible for managing expenditures and revenues in all aspects of the sectional capital and operating budget.

The Ideal Candidate

We are seeking a results-oriented professional with a post-secondary degree/diploma in Law, Public Administration or a closely related field and Municipal Law Enforcement Officer (MLEO) certification. Our ideal candidate has a minimum of 5-7 years of experience in an enforcement environment and at least 3 years of supervisory experience. The ideal candidate will have demonstrated ability to make decisions involving long term strategic policies and the capability to manage staff within the division. We are seeking an individual with superior interpersonal and communication skills and a comprehensive knowledge of municipal bylaws, the Provincial Offences Act and the Municipal Act.

Satisfactory passing of a criminal record check, a valid driver's license with no more than 3 demerit points and proof of qualifications will be required of any successful candidate(s) for this position.

How To Apply

To learn more about employment with the Town of Caledon and to apply for this exciting and challenging opportunity, visit: www.caledon.ca/careers

If needed and upon request, this document can be made available in an alternative format.



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