



Municipal Enforcement Supervisor Competition #201791 One (1) Permanent Full Time Position

The City of Fort Saskatchewan is seeking a confident, dynamic and personable professional to join our Protective Services Team. Reporting to the Director of Protective Services, the Municipal Enforcement Supervisor is responsible for ensuring the Municipal Enforcement team delivers a professional standard of Bylaw and provincial statute investigations or services, in addition to, focused traffic enforcement for the City of Fort Saskatchewan.

The Municipal Enforcement Supervisor manages the day-to-day operations of Municipal Enforcement, ensuring all activities fall within the authorities and mandate provided by the Province and the Municipality. This position will develop and maintain an efficient, professional and committed Municipal Enforcement team through active recruitment, training, coaching, evaluating and tasking of employees. The Supervisor will liaise with Alberta's Solicitor General and Public Security Department to ensure the Community Peace Officer Program objectives are met. This position is involved in enforcement and investigation of Provincial Statutes and Municipal Bylaws. Responsibilities include oversight of the Automated Traffic Enforcement program, Speed Monitoring Equipment, Bicycle Patrols and will investigate inquiries from the general public. The Supervisor assists in preparing, administering and reporting the Municipal Enforcement Services and Animal Control budgets.

This position will assist RCMP members when appropriate, prepare court documents, briefs and maintain written documentation of events. The successful candidate will work independently or as a member of a team and possess knowledge of the Justice System and RCMP protocol. Communication, interpersonal skills and the necessary qualifications to be appointed as Community Peace Officer Level 1 by Alberta Justice is essential for this position.

The Municipal Enforcement Supervisor will have a post-secondary diploma or degree in Law Enforcement, Police Studies, or Criminal Justice. A combination of related experience and education may be considered. This position requires a minimum of 5 years' experience in a Law Enforcement Field, including 3 years supervisory or managerial experience. The successful applicant will be proficient in Microsoft Office, Excel and have experience with police related computer systems.

The successful candidate will be expected to pass an RCMP Enhanced Reliability Clearance and be available to work variable shifts. This position requires a class 5 Alberta Driver's License; candidates will be required to present a 5 year Drivers Abstract at time of interview.

The City of Fort Saskatchewan offers a competitive compensation package with a salary range of \$84,454 to \$99,352 per annum. Qualified applicants are invited to apply in confidence no later than **Thursday, September 7, 2017 stating competition #201791 to:**

The City of Fort Saskatchewan
People Services Department
10005 - 102 Street
Fort Saskatchewan, AB T8L 2C5
Fax: 780.992.6625
Email: hr@fortsask.ca



Take your Career in the Right Direction

The City of Fort Saskatchewan is a vibrant economic and cultural hub located just 15 minutes northeast of Edmonton on the banks of the North Saskatchewan River. Home to more than 25,500 people, the City proudly manages state of the art recreation, culture and historic amenities including 75 km of outdoor trails, a performing arts theatre and fitness centre within the Dow Centennial Centre, and the 1875-1885 NWMP Fort representation in historic downtown.

For more information on employment with the City of Fort Saskatchewan, please visit our website at: www.fortsask.ca

The City of Fort Saskatchewan thanks all applicants for their interest, but advises only those under consideration will be contacted.