

Cultivate Your Career



SENIOR MUNICIPAL ENFORCEMENT OFFICER PERMANENT FULL TIME

Organization	City of St. Albert
Website	www.stalbert.ca
Department	Emergency Services
Location	50 Bellerose Drive, St. Albert
Compensation	\$85,984.36 - \$102,641.77 per annum
Closing Date	February 25, 2024
Competition #	24/29

OPPORTUNITY

As Alberta's 'Botanical Arts City', St. Albert is a community renowned for its botanical arts, its commitment to a green lifestyle and the cultivation of activities that provide for a well-rounded quality of life. Our employees provide over 70,000 residents with high-quality programs and services and are proud to contribute to making St. Albert one of the best places to live in Canada.

The City of St. Albert is recruiting an individual to join our Emergency Services department as a Senior Municipal Enforcement Officer.

Reporting to Peace Officer Program Supervisor, this position will be 1 of 2 officers that are responsible for coaching, supervising, reviewing work, and scheduling the daily operations of the Municipal Enforcement Officers as well as doing active enforcement and investigating of applicable Municipal and Provincial laws as required.

The key responsibilities will include:

- Assigning, monitoring, and reviewing employee work including investigations, enforcement action, charges, and court briefs.
- Responding to complaints and conducting proactive patrols of the community investigating the circumstances of alleged violations.
- Report Writing and Documentation including entering and maintaining investigation details and information on appropriate records management systems.
- Collaborating, supporting, and engaging with fellow law enforcement entities. This role is expected to undertake additional responsibilities as needed.

The individual we seek is or has advanced knowledge of Municipal Bylaws, Provincial Statutes, and relevant Municipal and Solicitor General Policies. A comprehensive understanding of powers of arrest, detention, and use of force policies is crucial.

COMPENSATION

\$85,984.36 - \$102,641.77 per annum. In addition, the City of St. Albert offers a generous and comprehensive benefit package.

QUALIFICATIONS

- A two-year College Diploma in the field of law enforcement including 5 years of operational enforcement experience, coupled with entry-level supervision experience.
- Level 1 Community Peace Officer Appointment from Alberta Justice and Solicitor General.
- Certifications in Emergency Vehicle Operation, Standard First Aid/CPR, Defensive Driving, and Radar/Laser operation.
- Completion of Officer Safety and weapons training, including OC Spray and Baton.
- A thorough knowledge of the court process, the justice system, and rules of evidence, and ready to testify in court.
- Valid Pare/Copat/Popat Test results.
- A valid Class 5 Alberta Driver's license.

HOURS OF WORK

We offer a compressed bi-weekly work schedule of 72 hours with a biweekly regular day off (RDO). Shift work, weekends and standby are required. Shift rotation currently under review.

All successful applicants will be required to obtain and maintain an RCMP Enhanced Reliability Security Clearance.

If you are interested in this opportunity, please submit a cover letter and resume via our City of St. Albert employment opportunities site www.stalbert.ca/employment

CLOSING DATE

February 25, 2024

We wish to express our appreciation to all applicants for their interest and effort in applying for this position. However, only candidates selected for interviews will be contacted.