

## **COMMUNITY PEACE OFFICER LEVEL 1**

Position ID: J0324-0005

Job Type: Full Time

Department: Municipal Enforcement

Number Of Positions: 1

Closing Date: March 15, 2024

Min Salary: \$74,762.00/Year

Max Salary: \$93,452.00/Year

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As one of the fastest growing cities in Alberta, the City of Airdrie is a recognized leader in building a vibrant and sustainable community through innovation.

At the City of Airdrie, incredible opportunities happen every day in a flexible work environment that is tailored to each department. Our inclusive culture and values create a workplace where we welcome aspiring, driven and creative individuals to help us accomplish our business and community goals. We are supportive of one another, and we have fun while we serve our community. We are passionate about improving the lives of our residents through care and respect; that is the foundation of our organization. At the City of Airdrie, we learn, grow and accomplish great things together.

If you have a passion for building a better community and are ready to join the excitement, we'd love to hear from you!

### **The Opportunity:**

The City of Airdrie is seeking a Community Peace Officer to join our Municipal Enforcement team. This position involves regular interaction with the community through patrols, regular traffic enforcement, handling of citizen inquiries and the investigation of complaints related to bylaws and statutes. This position will promote public awareness and education within the community, exercising sound judgement and knowledge to encourage voluntary compliance with the City's bylaws through education before regulation.

#### **Responsibilities:**

- Enforce provincial statutes and municipal bylaws
- Investigate complaints and patrol roadways throughout the City
- Enforce animal control and traffic bylaws
- Ensure public safety
- Provide exceptional customer relations to the citizens of the community
- Attend and testify in Provincial Court as required

### **You Bring:**

- Preference will be given to candidates who have obtained Community Peace Officer Level 1 status
- Individuals who currently do not meet the CPO Level 1 appointment requirements may be considered (must be willing to obtain such qualification by obtaining certification through training recognized by the Solicitor General Public Security Peace Officer Program)
- Diploma/certificate in law enforcement or a related field or a minimum of 3 years of related experience may be considered
- 3 years of experience in a public facing customer service/enforcement position
- Valid Class 5 Operator's License (Drivers Abstract will be required)
- Standard First Aid - Level C CPR and AED (or willing to obtain within 3 months of start date)
- At time of application, applicants are required to meet the provincial standard on at least one of the following: Physical Abilities Requirement Evaluation (PARE), Correctional Officer Physical Aptitude Test (COPAT), Police Officer Physical Aptitude Test (POPAT) or Alberta Physical Readiness Evaluation for Police (APREP)

- Must be comfortable working with animals
- Ability to influence people and situations to achieve a positive outcome
- Strong computer skills, including Microsoft office
- Excellent interpersonal and conflict resolution skills
- Strong verbal and written communication skills
- Proven problem-solving capabilities
- Strong file management and report writing skills with attention to detail and accuracy
- Ability to excel in high pressure situations and use sound judgment
- High level of confidentiality, tact and diplomacy

### **We Offer:**

Along with a competitive compensation program and City paid health and dental premiums, this position also includes:

- Excellent health, dental, paramedical, and benefits plan
- First-in-class pension plan
- Career development and tuition reimbursement
- Employee discounts, annual adult Genesis Place pass, social events, and health & wellness initiatives

Continuous learning through training and development is encouraged as are flexible work arrangements, when possible. We recognize that our people work best when they feel engaged in their environment and appreciated for their efforts and our overall benefits package reflects that.

### **Additional Information:**

This is a full time (40 hour per week) position. This position involves shift work and will include days, evenings, weekends and statutory holidays. Scheduled shifts may fluctuate to meet business needs.

Please provide a cover letter as a means of introducing yourself along with your resume.

\*The successful candidate must have or be able to obtain the RCMP Enhanced Security Clearance prior to their start date which could take up to 3 months. This specific security check is not something that can be started prior to being offered employment.

Completion of the Physical Abilities Requirement Evaluation (PARE), Correctional Officer Physical Aptitude Test (COPAT), Police Officer Physical Aptitude Test (POPAT) or Alberta Physical Readiness Evaluation for Police (APREP) as outlined above is a requirement to apply for the position.

This position is psychologically and physically demanding and requires direct contact with domestic animals. Applicants must be physically able to perform the duties of the position, in all weather conditions.

### **Next Steps:**

Candidates are invited to apply online at [www.airdrie.ca](http://www.airdrie.ca).