

## **MANAGER, BYLAW SERVICES**

**Regular Full-Time**

**Bylaw Services / Administrative Services**

### **Lead an Experienced Bylaw Services Team to Ensure Public Safety**

#### **About our community:**

Boasting a high quality of life and standard of living, Prince George has all the amenities of a large city mixed with the friendliness and appeal of a smaller community. It is a regional centre for close to 326,000 people for shopping, education, health care, the arts, and sports. Prince George's central location in the province offers work/life balance with unparalleled access to four-season outdoor recreation activities that are complemented by a full range of urban amenities and a comprehensive transportation infrastructure that connects residents, businesses, resources, and agricultural products to markets around the world. And it is only a short drive to almost anywhere in Prince George – spend less time commuting and more time doing what matters most to you! Discover all these opportunities and more!

#### **About our organization:**

The City of Prince George is committed to ensuring a positive, well-balanced work environment for its employees. With opportunities for employee training, wellness programs and professional development the City of Prince George offers a safe and supportive workplace in which to serve our community.

#### **About the opportunity:**

The Manager of Bylaw Services is responsible for overseeing the City's enforcement activities related to parking control, animal control, business licenses, and general bylaw services. This role also includes managing legal proceedings for related infractions. You will be primarily responsible for providing daily leadership and supervision to the operations staff within the Division. One of the major challenges faced by this division is responding to public complaints and taking appropriate actions to discourage violations of municipal bylaws.

#### **About your background:**

You are a results-oriented leader with two years of post-secondary education and at least seven years of experience in a regulatory environment. Your background includes developing proactive strategies and coordinating resources for issue resolution and bylaw compliance. With exceptional communication skills and a diplomatic approach, you promote positive public relations with residents, businesses, and visitors. Previous supervisory experience in a unionized setting and familiarity with the Community Charter and court processes are required. A valid class 5 driver's license is required. The successful candidate must obtain and maintain a clear Police Information Check as a condition of employment.

#### **Why You Will Love Being the Manager, Bylaw Services for the City of Prince George:**

- Ensure the consistent enforcement of City bylaws for the betterment of the community.
- Lead a professional team dedicated to providing exceptional customer service to our residents.
- We offer a competitive salary range of \$130,772 to \$144,182 along with comprehensive benefits and a pension package

**If you are interested in joining our team, please apply by March 31, 2025 to:**

<http://princegeorgejobs.prevueaps.ca/jobs/>

#### **Want to know more about this exciting career?**

Please refer to the job description on our website for more details!

#### **Want to know more about living and working in Prince George?**

Please visit: [Move Up Prince George / City of Prince George](#)

The City of Prince George thanks all those who apply, however only those selected for an interview will be contacted.