



VISION:

A city that inspires

MISSION:

Working together to enhance the quality of life for all residents

VALUES:

Sustainability,
Inclusivity, Innovation,
Accountability,
Excellence,
Bilingualism

BY-LAW ENFORCEMENT OFFICER

By-Law Enforcement – Community Safety – Job # P1323

CLOSING DATE: NOON – APRIL 22, 2025

JOB SUMMARY:

This is a highly responsible position that reports to the Director, By-Law Enforcement.

The incumbent will be responsible for researching, investigating and enforcing municipal by-laws within the City of Moncton. The incumbent will be required to work within established policies and expected to exercise independent judgement and initiative at resolving complex issues and complaints.

APPLYING FOR THIS POSITION:

The City of Moncton is an equal opportunity employer. Applicants must submit their application through an online system that can be found at www.moncton.ca/careers. We thank all applicants for their interest; however, only those invited for interviews will be contacted.

For more information, please contact the Human Resources Department at 506-877-7707 or visit www.moncton.ca/careers for information on the hiring and application process at the City of Moncton.

WORKING AT THE CITY OF MONCTON:

Moncton is a vibrant and culturally rich community. It is the first officially bilingual city in Canada, as well as one of the best places in Canada to do business. Moncton is also known as the economic, sports, tourism and entertainment hub of Atlantic Canada. City of Moncton employees strive to maintain the city's reputation as one of the best places in Canada to live, study, work and play.

This position is a unionized position. The City of Moncton offers an attractive salary and benefits package in accordance to the City Hall Employees Association / PSAC Local 60200 Collective Agreement.

[CHEA Collective Agreement](#) [City of Moncton Salary and Wage Scale](#)

EDUCATION:

- Two (2) year post-secondary education with a diploma in Police Foundation or other equivalent training.
- Willingness to upgrade skills when required.

EXPERIENCE:

- Minimum of three (3) years' experience in regulatory or enforcement field.
- Experience relative to municipal law enforcement including research, investigation and court proceedings.

LANGUAGE:

- The ability to communicate effectively in both languages (oral; English and French) is required. Must meet INTERMEDIATE (2+) Level as per the Province of New Brunswick Linguistic Standards in both languages as a minimum requirement.

KNOWLEDGE, SKILLS AND ABILITIES:

- Above-average level of commitment, initiative, tact, and judgment.
- Self-motivator and team player.
- The ability to read, analyze and interpret by-laws.
- The ability to write reports, business correspondence, and procedure manuals.
- The ability to effectively present information, respond to questions from groups of managers, clients, customers, and the general public.
- A good knowledge of methods, practices, procedures pertinent to the enforcement of municipal by-laws and various provincial statutes.

OTHER:

- A class 5 driver's license in order to conduct site inspections and court proceedings.
- Be a member in good standing of a professional association relating to By Law Enforcement