

# Bylaw Enforcement Officer (Casual) 2 Positions

## Development and Regulatory Enforcement Services



### Overview

The City of Chilliwack is home to more than 100,000 residents and offers a wide range of services to best serve the population. If you want to work for a supportive employer in a city with exceptional outdoor amenities minutes away, a bounty of farm-to-table options and a rich history, Chilliwack is the place for you.

As a rapidly growing municipality committed to quality service and a positive work environment, we are seeking talented professionals who want to make a difference in the community. The Development and Regulatory Enforcement Services Department with the City of Chilliwack, is seeking two dynamic individuals to fill the Casual positions of Bylaw Enforcement Officer.

### Are you the one we're looking for?

The incumbent in this class assists management to achieve an efficient operation in the Department through reliable performance in all areas of bylaws and regulations, receiving and processing complaints, performing field inspections for bylaw infractions, interpreting regulations and bylaws to the general public. The incumbent will be responsible for clerical duties, maintaining records and files, preparing correspondence, and handling simple accounts.

If you have the following knowledge, skills and abilities we encourage you to apply.

- Must have a minimum of Grade 12 education supplemented preferably with courses in Criminology and Administration; have successfully completed the Bylaw Compliance, Enforcement & Investigative Skills Level 1 course through the Justice Institute of BC (or equivalent), or possess an equivalent combination of education, training and experience; and be in possession of a valid B.C. Driver's License;
- Assist in the administration of inspectional and enforcement programs; investigating and processing complaints concerning infractions or violations of Municipal Bylaws; preparing information for prosecution and giving evidence in court and Bylaw Adjudication;
- Must be able to assist in all facets of enforcement; receiving and processing complaints and conferring with other departments and agencies; performing field inspections for bylaw infractions and for businesses to ensure they are properly licensed; and interpreting regulations and bylaws to the general public;
- Excellent interpersonal skills, with a high level of motivation, goal oriented and can work efficiently with a varied workload. You are also a critical thinker with a demonstrated ability to problem solve;
- The ability to interact with all members of the community, including those who may be experiencing homelessness or have addiction, mental health, or other health concerns.
- The ability to conduct daily patrols and inspections on foot and bicycle. This includes the ability to conduct patrols of long distances; on paved and unpaved surfaces (dirt, gravel, etc.); on flat or hilly terrain; and in all weather conditions.
- The ability to work regularly scheduled shifts as operationally required to cover scheduled vacation and statutory holidays, in particular during the summer months.
- The ability to work on-call as operationally required to cover occasional unexpected absences year-round.
- The ability to work shifts that may include evenings, weekends, and statutory holidays. The hourly rate of pay in this position is \$43.25 (2025 rate). The City of Chilliwack is proud to be a competitive employer offering opportunities for professional development, competitive compensation and comprehensive benefits packages, and a focus on corporate wellness.

### How to Apply:

**Job Title:** Bylaw Enforcement Officer (Casual) 2 Positions

**Competition Number:** 2025-33

**Closing Date:** April 30, 2025

**Visit [jobs.chilliwack.com](https://jobs.chilliwack.com) to apply for this or other positions.**