

Cultivate Your Career



MUNICIPAL ENFORCEMENT OFFICER PERMANENT FULL TIME

Organization	City of St. Albert
Website	www.stalbert.ca
Department	Emergency Services
Location	50 Bellerose Drive, St. Albert
Salary	\$82,576 – \$100,443.20 per annum
Closing Date	TBD
Competition #	25/93

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 72,000 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 for an individual to join our Emergency Services department as a Municipal Enforcement Officer.

Municipal Enforcement Officers within the City of St. Albert play a vital role in our community with respect to enforcing municipal bylaws and select Provincial Acts. These Officers have a diverse and dynamic set of responsibilities including responding to public complaints, patrolling, enforcing parking restrictions, inspecting properties, controlling animals, enforcing the Traffic Safety Act as well as investigating Gaming & Liquor Act offences.

To support positive community outcomes, the successful candidate will be adept at: gathering evidence, maintaining accurate records, preparing written reports and submissions, issuing violation tickets, and laying charges in accordance with municipal bylaws and Provincial Acts. As an Officer, you will also be required to execute arrest warrants and testify in court proceedings.

HOURS OF WORK

40 hrs/week. Shift work, weekends and standby are required.

QUALIFICATIONS

- Diploma/certificate in a law enforcement related field and/or a minimum of 3 years of related experience.
- **Meets the full Community Peace Officer Level 1 appointment requirements including legal studies and traffic stop training.** (These requirements are online and can be found under Section 5 of the Alberta Peace Officer Regulation).
- Knowledge of relevant municipal bylaws acts and legislation.
- A valid Class 5 Alberta Driver's license.
- Intermediate First Aid.
- Excellent communication, teamwork, problem solving, and conflict resolution skills are essential.
- Preference will be given to those applicants who have experience working with various Alberta Provincial Statutes, Municipal Bylaws and other job specific training and experience such as radar/laser.
- Valid Pare/Copat/Popat Test results.

COMPENSATION

\$82,576 – \$100,443.20 per annum. In addition, the City of St. Albert offers a generous and comprehensive benefit package.

All successful applicants will be required to obtain and maintain a RCMP Enhanced Reliability Security Clearance and Level 1 Community Peace Officer Appointment in accordance with the Alberta Peace Officer Act.

This position is represented by the CUPE 5141 Collective Agreement.

Qualified applicants are invited submit their cover letter and resume via the City of St. Albert employment website www.stalbert.ca/employment

CLOSING DATE

TBD

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.