



PERMANENT PART-TIME PRISONER GUARD

(Competition 25-119)

Position Overview

The City of Nanaimo is seeking a permanent part-time Prisoner Guard. Reporting to the Manager, Police Support Services, and under the general supervision of the RCMP Watch Commander, the incumbent is responsible for ensuring the security and safety of prisoners in accordance with RCMP and City policies and procedures, including receiving and booking of prisoners, receiving, safekeeping, and returning prisoner's effects, entering data into computerized prisoner booking and maintenance systems, completing forms, photographing prisoners, monitoring prisoners on CCTV systems and by direct observation, feeding prisoners as required, cleaning cells and cell block, and other related duties. The incumbent will liaise with RCMP Regular Members, Sheriff's Services, Crisis Response Team, and others as it relates to prisoner coordination and status.

Qualifications

Applicants must have completion of grade 12, a minimum of 3 months' related experience, and WorkSafeBC Basic First Aid or higher. An equivalent combination of education and experience may be considered. Attainment and maintenance of RCMP Reliability/Security clearance is mandatory.

Additional Information

This is a CUPE bargaining unit position subject to Article 1(d) - Probationary Period as set out in the Union Collective Agreement. The hourly wage is \$35.56 increasing to \$37.43 after 60 working days (Jan 2025 Rates). Hours of work vary up to 12 hours per day and a minimum 20 hours per 8-day block. This position operates 24 hours per day, 7 days per week.

Shortlisted applicants may be required to undergo a criminal record check and/or a verification of their education credentials. To apply for this opportunity, please submit a resume and cover letter (.docx or PDF file format) to employment.opportunities@nanaimo.ca referencing the specific competition 25-119 by the application deadline.

For detailed information on this position and for more information on our community, please visit our website at <https://www.nanaimo.ca>.

The City of Nanaimo is an inclusive employer that values diversity and invites applications from all qualified individuals who are legally entitled to work in Canada. We thank all applicants in advance for their interest; however, only those selected for further consideration will be contacted. If shortlisted for the role and need an accommodation within the hiring process, we would be pleased to discuss how best to accommodate your needs.

Discover What's Possible

The City of Nanaimo is one of the fastest growing, livable urban hubs on Vancouver Island. Situated between the mountains and the ocean on the east coast of Vancouver Island, Nanaimo is a short ferry trip away from Vancouver and a gateway to the Gulf Islands. Nanaimo is home to Vancouver Island University and is rich in parks, recreational, cultural and social amenities.

We offer a diverse team environment, competitive wages and a comprehensive benefit plan for permanent employees as well as social and wellness activities. Depending on the position, we also offer flexible work opportunities, alternative work schedules and remote work programs.

Posting Date

Wednesday, October 8, 2025

Application Deadline

Wednesday, October 29, 2025
4:30 p.m.

Contact Information

Human Resources
City of Nanaimo
2nd Floor, 455 Wallace Street
Nanaimo, BC V9R 5J6
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