

Job Title: Municipal Law Enforcement Officer

Req ID: 27235

Vacancy Type: Combination

Number of Positions: 5 contract & 3 permanent

Closing Date: 11/07/2025

Job Summary

The Enforcement Division at the City of Mississauga is looking for high-performing professionals to enforce a multitude of municipal by-laws and contribute to positive outcomes for residents and businesses in the local community. This position is front-line and would be responsible for enforcement of City by-laws through public education, inspections, investigations, and/or laying charges.

Duties and Responsibilities

- Enforce a number of by-laws including the Property Standards By-Law, the Rental Apartment Buildings By-law, the Short-Term Rental Accommodation Licensing By-law and the Zoning By-Law, among others.
 - Prepare prosecution briefs; swear to information, affidavits, subpoenas and summonses; serve subpoenas and summonses; present oral testimony and demonstrative evidence for courts and tribunals.
 - Coordinate and conduct joint enforcement operations with police and other enforcement agencies.
 - Communicate with a diverse demographic and engage in education to deliver information to residents, businesses, the public, City staff, elected officials, industry specific members and other law enforcement staff.
 - Investigate complaints, collect evidence and perform follow-up investigations to ensure ongoing compliance.
 - Conduct thorough complaint investigations in order to achieve appropriate resolutions. When deemed necessary, take legal action in order to bring violators into conformity/compliance, providing professional testimony and evidence for court and tribunal hearings.
 - Perform detailed inspections, maintaining accurate and detailed records/logs, and databases of inspections.
 - Review by-laws, operational procedures and policies, and recommend amendments, changes, etc.
- NOTE: This position may require the successful candidates to work various shifts, which include days, evenings, overnight, weekends and statutory holidays and at times, will require overtime. The position may involve operating a City fleet vehicle and wearing a City-issued uniform. There may be a written test conducted as part of the interview process.

Skills and Qualifications

- Certification from the Municipal Law Enforcement Officers' Association of Ontario (MLEOA) and the Ontario Association of Property Standards Officers (OAPSO) is preferred (can be obtained upon hiring).
- Graduate of a recognized post secondary institution in discipline of law enforcement, security administration, criminal justice studies or a related course/major.
- 1-3 years working experience in related disciplines.
- Experience with Microsoft Office programs and database software.
- Ability to conduct site visits where there is considerable debris to manoeuvre around, lifting of objects and detailed visual inspections.
- Ability to work primarily in the field, operating a vehicle to conduct inspections and general patrols.
- Comfortable working in various temperatures and weather conditions, as well as performing duties within an office environment.
- Must hold a valid Ontario Driver's Licence.

Hourly Rate/Salary: \$ 78,602.00 - \$ 104,806.00

Hours of Work: 35

Work Location: 950 Burnhamthorpe Rd W

Department/Division/Section: CMS/Community Services Dept , CMS/Enforcement Division , Compliance, Licensing & Enf

Non-Union/Union: Non Union

We thank all who apply, however, only those candidates selected for an interview will be contacted. You can also check your application status in your candidate profile online.

All personal information is collected under the authority of the Municipal Act.

Equity, Diversity and Inclusion

The City of Mississauga is committed to creating a respectful and supportive workplace that fosters a culture of equity, diversity and inclusion which broadly reflects the communities and residents we serve. Throughout the employee life cycle, the City is working to include an EDI lens to attract, retain and support the growth of diverse talent.

Learn more about the City's commitment to [Equity, Diversity and Inclusion](#).

Accommodations

The City of Mississauga is an Equal Opportunity Employer and is committed to removing barriers in our selection process for people with visible and invisible disabilities. In accordance with the Accessibility for Ontarians with Disabilities Act, 2005 and the Ontario Human Rights Code, the City of Mississauga will provide accommodations throughout the recruitment, selection and/or assessment process to applicants with disabilities.

If selected to participate in the recruitment, selection and/or assessment process, please complete the following [Accommodation Request Form](#) and have it emailed to recruitment.accommodation@mississauga.ca citing the Job ID and Job Title. This will inform Human Resources of the nature of any accommodation(s) that you may require in respect of any materials or processes used to ensure your equal participation.