



North Battleford is located in west-central Saskatchewan. More than 15,000 people, who enjoy a cost of living that is one of the lowest in the country, rely on the daily services provided by the city's 250 full and part-time employees. Its relative size allows for a flexible municipal government that gets rid of the red tape for a fast, friendly business development. We are currently inviting applications for a

Community Safety Officer or Bylaw Enforcement Officer

(40 Hours per week) Full-Time

In this challenging full-time, year-round position you will perform a wide variety of tasks while working positively with the public enforcing the City's by-laws and associated legislation.

Bylaw Enforcement Officer is an ideal role for those interested in gaining hands-on experience with the intention of a future career as a Community Safety Officer. In addition, Officers will gain a wide range of knowledge regarding the City that could lead to career growth for other City positions.

The Community Safety Officer is responsible for enforcing the provision of municipal bylaws and 13 provincial statutes, The Traffic Safety Act, The Alcohol and Gaming Regulation Act 1997, The Highways and Transportation Act, 1997, The Litter Control Act, The All-Terrain Vehicles Act, The Snowmobile Act, The Cities, Act, The Trespass to Properties Act, The Mental Health Services Act, response to (not in progress) criminal property offences of Theft Under \$5000. (Criminal Code Sec. 334 (b) and Mischief under \$5000. (Criminal Code Sec. 430 (1) for the purpose of receiving information, evaluating and liaising with the local police of jurisdiction as required. Authority as a peace officer under the provisions of the Criminal Code relating to the service of summonses, subpoenas and other legal documents. Respond to motor vehicle accidents without injuries.

Qualifications

- Grade 12 High School Diploma or GED equivalent
- Law & Security Diploma/Certificate in Police/Justice Studies an asset.
- Alberta Community Peace Officer 1 and or Saskatchewan CSO Certification or equivalent (CSO).
- Baton and OC spray certification, Radar/Lidar certification (CSO).
- EVOC and Stop Tactics certification (CSO).
- PPCT certification (CSO).
- Conflict resolution training.
- Capable of operating radio equipment.
- Investigation techniques certification and training.
- ICS 100, 200, Emergency Management Courses an asset.
- Ability to obtain the CSO appointment approved by the Saskatchewan Ministry of Public Safety and Policing.
- Proficient computer skills with knowledge of Microsoft Word, Excel, PowerPoint, Report Exec.
- Successful completion of the Physical Abilities Evaluation Test (PARE) (6mth acceptable).
- First Aid, CPR, WHMIS.
- Criminal Records Check and Enhanced Criminal Records Check through the RCMP.
- Valid Class 5 License and a clean driver abstract.

Competition Number: **CSO/Bylaw2026**

Rate of Pay: Bylaw Enforcement Officer \$25.14 to \$31.33
Community Safety Officer \$35.78 to \$44.59
Comprehensive Pension and Group Benefits.

Hours of Work: Rotating Shifts 8,10,12 Hour shifts (40 hours per week)

Posting Closing Date: Until a successful candidate is found.

Contact Information

Interested candidates are invited to apply by submitting a detailed resume quoting job reference number to email:

hr@cityofnb.ca

Please indicate which position you are applying for.

City of North Battleford
1291 101st Street
P.O. Box 460
North Battleford, SK S9A 2Y6

Telephone: 306 445-1700
Fax: 306 445-0411

We thank all applicants for their interest; however only those selected for interviews will be contacted.

The City is an equal opportunity employer and values diversity in the workplace. If you require accommodation according to the Saskatchewan Human Rights Code, please let us know in order for us to ensure that you can participate fully and equally during the recruitment and selection process.

www.cityofnb.ca