Careers

Police Services Information Processor

We are seeking a motivated individual to join our team in a dynamic support role within a police environment. Are you detail-oriented, organized, and interested in supporting law enforcement operations? This position offers a unique opportunity to work closely with investigative teams and play a crucial part in managing sensitive information and documentation. If you possess strong technical abilities, can communicate effectively, and are eager to learn and grow in a fast-paced setting, we encourage you to apply.

Qualifications

- High school graduation or equivalent
- Experience
- RCMP Security Clearance
- Problem-solving
- Attention to Detail
- Computer Literacy
- Teamwork
- Responsibility/Accountability
- Typing – 45 wpm

Help create Kelowna as a *City of the Future*. Our diverse and dynamic team strives to innovate to make things better, work as one team, serve proudly and lead responsibly. Live, work and play in one of Canada's fastest growing cities. Kelowna boasts miles of lake access, public areas and outdoor recreation opportunities, a vibrant downtown and cultural scene, healthy and connected neighbourhoods, and a world-renowned College and University. You're only a quick link to the world via the Kelowna International Airport

Grow your career in an organization that supports employee work-life balance and career and professional development. This is a CUPE bargaining unit position with an hourly rate starting from $31.81 per hour plus employer-paid comprehensive benefits, an earned day off program, paid vacation and one of Canada's top pension plans

The City of Kelowna is committed to being an organization that values and reflects its community's diverse population, and to fostering an equitable, inclusive and progressive work environment where everyone can be their authentic self and feels a sense of belonging.

For further information or to apply, please check our website at www.kelowna.ca/careers
Applications must be received by end of day **November 15, 2026.**

Applicants not contacted within three weeks of the closing date are thanked for their interest