

Pickering is a vibrant, connected, and engaged community that is experiencing both significant economic and residential growth. We continue to evolve as a preferred destination for creative learning, memorable events, and unique experiences, and are seeking passionate candidates that are committed to joining us on our journey.

Our dedicated, energetic staff are guided by our core values and corporate priorities, which fuel an inclusive culture and encourages teamwork, customer service excellence, and personal and professional growth.

Summer Enforcement Officer

Term Position – Evenings & Weekends – July to September (with potential to be extended beyond September) (\$25.72/hr)

The incumbent enforces municipal regulatory by-laws, as assigned with specific duties at waterfront areas and City of Pickering parks. This will include Responsible Pet Ownership, Traffic & Parking, Noise, Parks, Nuisance, etc. They will be responsible for patrolling the waterfront areas and area parks and responding to by-law enforcement issues; including dog off leash, fires, BBQ's, tents erected on the beach and parking concerns. Under direction from the Supervisor the incumbent issues violation tickets, lays charges under various by-laws, and maintains appropriate notebook and photographic records.

Successful applicants will possess the following:

- Post-secondary school diploma in Advanced Law Enforcement and Investigations, Police Foundations, or Law & Security Administration program.
- One year experience in law enforcement or in the interpretation and administration of municipal regulatory by-laws (such as noise, parks, parking, etc.), or other acceptable work experience.
- Above average communication (verbal & written), interpersonal, customer service, organizational, problem solving and conflict resolution skills.
- Demonstrated ability to interpret various provincial and local government legislation, regulations and policies.
- Demonstrable ability to work independently and achieve objectives under own initiative.
- Demonstrable knowledge of Microsoft Office software products with the following skill levels required:
 - MS Word – Intermediate
 - MS Excel or MS Access – Beginner
 - MS Outlook – Beginner
- Must be medically and physically fit to perform the duties of this position.
- Must be prepared to undergo a Criminal Reference Check as a condition of employment.
- Must possess a valid Class G Ontario Driver's Licence and provide consent for a Driver's Abstract. A clean driving record is preferred.

Qualified candidates may submit a detailed resume or online application form by noon on **Friday, July 23, 2021**:

Human Resources Associate
Human Resources Department
One The Esplanade
Pickering, ON L1V 6K7

By Email: hr@pickering.ca
By Fax: 905.420.4638
Online: pickering.ca/employment

We thank all applicants for their interest; however, only those selected for an interview will be contacted. In accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, personal information is collected under the authority of the *Municipal Act* and will be used for the purpose of candidate selection. Please contact Human Resources if you require accommodations throughout the recruitment process. Documents are available alternate formats upon request.

An Equal Opportunity Employer