

EMPLOYMENT OPPORTUNITY

Municipal Enforcement Officer Internal/External Competition

The Town of Gander has an immediate opening for a three month temporary position of Municipal Enforcement Officer.

Duties/Responsibilities:

The Municipal Enforcement Officers are responsible for all areas of by-law and regulation enforcement. The position is located in the RCMP Detachment and reports directly to the Town Clerk. The Officer's duties entail but are not limited to:

- ▶ Assist when necessary the catching, impounding and destroying of all animals as required under Town Regulations covering Animal Control
- ▶ Issuance of traffic tickets and other tickets as necessary and required, with full documentation of pertinent information in the event Court action may be necessary to enforce
- ▶ Issuance of summons, charges and providing evidence as may be necessary and required in connection with violations of the aforementioned regulations and By-Laws
- ▶ Receive and deal with inquiries and or complaints from the public in connection with local regulations and their application
- ▶ Respond to fire calls and take action to maintain crowd control, traffic control as well as assist community groups, Town Departments and provide advice to Management regarding traffic, safety and other issues
- ▶ Other related duties as assigned.

Qualifications:

The Ideal candidate will have the following qualifications:

- ▶ Law and Security Program, or Criminology from a recognized post secondary institution or equivalent
- ▶ Valid driver's license
- ▶ RCMP Security Check
- ▶ Previous police experience (Asset)
- ▶ Certificate in First Aid
- ▶ Knowledge and understanding of Municipal By-Laws and Regulations
- ▶ Knowledge of Provincial Laws and Court Proceedings
- ▶ General knowledge of safe driving and operating practices and procedures of all mechanized vehicles.
- ▶ An understanding of community policing and proactive approach to enforcement.

Salary: The salary is based on the scale of \$32,592 - \$39,418

Qualified applicants are invited to submit a resume and cover letter on or before Friday, December 1, 2006, to the attention of:

Deputy Municipal Clerk
Town of Gander
P.O. Box 280
Gander, NL A1V 1W6
Fax: 709-256-5809
email: jobs@gandercanada.com