

NOTICE OF VACANCY

February, 2019



MUNICIPAL LAW ENFORCEMENT OFFICER

(Up to 6 - SUMMER STUDENTS - Approximately 13 weeks)

Legislative and Court Services Department, Enforcement Services Branch

Applications containing full details of education, training and experience will be received from all internal and external applicants by the undersigned up to and including **March 15, 2019** for a **MUNICIPAL LAW ENFORCEMENT OFFICER SUMMER STUDENT** position in the Enforcement Services Branch of the Legislative and Court Services Department.

Reporting to the Supervisor of Enforcement Services, the successful applicants will enforce various by-laws, with emphasis on but not limited to Parking Control, Property Standards, Business Licensing, Sign Enforcement and Parks Regulations. They will conduct patrols; issue Part I & Part II certificates of offence for infractions related to parking, lawn watering, signs, licensing, waterfront bike patrols, downtown nuisance enforcement etc.; issue notices and orders as required; perform related administrative duties; attend and give evidence in court as required. The job involves considerable driving, walking and biking in all weather conditions.

Applicants must have at least a Grade-12 education; some closely-related work experience; basic knowledge of law enforcement gained from either post-secondary courses or practical work experience would be an asset; a valid Class "G" driver's licence and a good driving record and a reliable vehicle for use on city business; good interpersonal, public relations, oral and written communication skills; and must be willing and able to walk, drive or bike extensively in all weather conditions. Computer experience would be an asset. The Corporation is seeking a dedicated and results-oriented person who has demonstrated a commitment to the values of professionalism and efficiency, empathy and sensitivity, co-operation and teamwork. Each applicant will work 35 hours per week, hours of operation will vary including days, evening and weekend patrols (including Statutory & Civic holidays) and overnight shifts.

Applicants must be students currently in full-time studies and planning to resume full-time studies in the fall of 2019. Employment will commence (tentatively) May 13, 2019 for approximately 13 weeks.

Please submit your resume, with full details of your education, training and experience, by 4:30 pm on March 15, 2019 to: Jason Forgrave, Supervisor of Enforcement Services, City of Barrie, 45 Cedar Pointe Drive, P.O. Box 400, Barrie, Ontario, L4M 4T5. Fax: (705) 739-4279. Or Via email jason.forgrave@barrie.ca

**JASON FORGRAVE
Supervisor
Enforcement Services**

Notes:

- The Corporation of the City of Barrie is an equal opportunity employer.
- We thank all applicants and advise that only those to be interviewed will be contacted.
- Personal information received in response to this notice is collected under the authority of the *Municipal Act* to determine eligibility for employment.

Under the leadership of City Council, the Corporation and its staff are committed to

Service Excellence

through a team of caring, enterprising and professional staff dedicated to the delivery of high quality services and facilities which preserve or enhance the social, economic and physical well-being of the community at best value for the citizens of Barrie.