

Posted: January 7, 2019

**Town of Marathon  
Internal/External Job Posting  
By-Law Enforcement Officer**

The By-Law Enforcement Officer ensures enforcement and compliance with municipal by-laws, and also to administer the municipality's issuances of lottery and business licences, animal control, the maintenance of property standards and other duties associated with the Building Code Act.

This position is encompassed by C.O.P.E. Local 219. This posting is open to all Town of Marathon employees, and applications will be processed in the following order:

1. From within C.O.P.E.
2. From all other Town employees
3. External applications

**Qualifications:**

- Successful completion of post-secondary education in a related field and/or a Municipal Law Enforcement Certificate.
- Two years of both by-law enforcement and municipal building experience would be an asset.
- Knowledge and the ability to understand the Ontario Building Code, municipal, provincial and federal statutes relevant to the position.
- Valid class "G" driver's licence and clean driver's abstract.
- Valid Possession and Acquisition Firearms Licence, Standard First Aid/CPR certificate.
- Working knowledge in the care and handling of domestic and wild animals including the ability to euthanize.
- Willing to undergo a Criminal Record Name Check, Police Record Name Check and a Vulnerable Sector Check.
- Strong oral and written communication skills, organization and time management skills and interpersonal skills.
- Ability to handle potential conflict situations and react quickly and with good judgement.
- Good observation, problem solving and decision making skills.
- Willing to work flexible hours (evenings or weekends) as required.
- Ability to work with a minimum of supervision.
- Ability to maintain a high degree of confidentiality.

**Hours of work:** 37.25 hours a week

**Hourly Wage:** \$31.828/hr

Please submit applications by **Monday, January 21, 2019 @ 4:30 pm** to:

Andrea Gauthier, Corporate Services Manager  
4 Hemlo Dr. PO Bag "TM"  
Marathon, ON

Phone: (807) 229-1340 x2234 Fax: (807) 229-1999 E-mail: [or@marathon.ca](mailto:or@marathon.ca)

pc: D. Talarico, COPE  
Town Office

A. Gauthier, CSM  
Works & Operations

Complex