



The TOWNSHIP of
NORTH DUMFRIES

EMPLOYMENT OPPORTUNITY

The Township of North Dumfries is seeking applications for the position of **Municipal Law Enforcement Officer**.

Reporting directly to the Township Clerk, the Municipal Law Enforcement Officer will have responsibility for investigating, administering and enforcing various Municipal By-laws and providing public education and awareness of programs and By-laws of the Township. The Township will draw from a **roster of Part-Time** Municipal Law Enforcement Officers that will work scheduled shifts (overnight, days, evenings and weekends) **up to twenty-four (24) hours per week**.

The ideal candidate will possess the following qualifications:

- Community College Diploma in Law Enforcement or similar education / training;
- Experience with Municipal administrative procedures, the *Provincial Offences Act*, *Municipal Act* and practical experience initiating legal proceedings, issuing tickets, notices and/or orders;
- Knowledge related to Municipal enforcement and investigation;
- Sound judgement, excellent analytical and decision making skills;
- Excellent customer service and communication skills

A copy of the Job Description is available for viewing / downloading from the Township's website [www.northdumfries.ca]

This is an excellent opportunity for a professional with a demonstrated record of accomplishment to leave your mark on a growing Municipal enterprise. The Township offers a competitive salary range of \$ 24.40 to \$ 29.97 per hour. Wages will be determined through the experience and qualifications of the selected candidates.

Submit resumes with cover letter before **12 Noon, Monday December 11th, 2017 to:**

Ashley Sage, Township Clerk
Township of North Dumfries
2958 Greenfield Road
P.O. Box 1060
Ayr, Ontario NOB 1EO
asage@northdumfries.ca

If you need an accessible format, please email amcneely@northdumfries.ca or call (519) 632-8800 ext. 121. The Township of North Dumfries is committed to providing accommodation for persons with disabilities. Accessibility accommodations are available for all stages of the recruitment process. If you are contacted regarding this position, please advise of any accommodation measures you may require during our selection process. Information received relating to accommodation needs of candidates will be addressed confidentially.

We thank all candidates for their interest, however, only those applicants selected for an interview will be contacted. Applicant information is collected in accordance with the *Municipal Freedom of Information and Protection of Privacy Act* and will be used only for candidate selection