



THE CORPORATION OF THE MUNICIPALITY OF RED LAKE

MUNICIPAL OFFICE - 2 FIFTH STREET - P.O. BOX 1000

BALMERTOWN, ONTARIO

P0V 1C0

WEBSITE: WWW.REDLAKE.CA

E-MAIL: MUNICIPALITY@REDLAKE.CA

TELEPHONE: 807-735-2096

FAX NO.: 866-681-2954

THE MUNICIPALITY OF RED LAKE REQUIRES A **By-Law Enforcement/Health and Safety Officer**

The Municipality of Red Lake is a naturally beautiful and vibrant community nestled within the Boreal forest of Northwestern Ontario. Red Lake has many opportunities for those who enjoy the outdoors and living a quality lifestyle.

Reporting directly to the Clerk the By-Law Enforcement/Health and Safety Officer will assume responsibility for ensuring that Provincial Acts and Municipal Regulatory By-Laws are proactively enforced for municipal law and all administrative tasks associated thereto. Further, the By-Law Enforcement/Health and Safety Officer will assume responsibility of ensuring the Municipality operates in compliance with all health and safety legislation as per OHSa and WSIA requirements and all administrative tasks associated thereto.

As part of the management team, the By-Law Enforcement/Health and Safety Officer will be an engaged and active participant on the development of various policies, strategic initiatives, and programs that enhance the organizational well-being.

The successful candidate will be proficient with computer applications, have demonstrated the ability to work independently and in a team environment, be flexible, have superior organizational skills, have excellent oral, written and interpersonal skills and be able to act professionally while providing by-law and health and safety services.

The ideal candidate will possess a High School Diploma with two years of municipal By-Law experience or a college diploma related to By-Law is preferred, along with thorough knowledge of the Municipal Act, the Provincial Offences Act, Municipal Regulatory By-Laws and all Health and Safety Regulations. Individuals who feel they are qualified may obtain a job description from the Municipal Office or on the Municipal Website, www.redlake.ca. Accommodations for job applicants with disabilities are available on request.

Completed resumes must be submitted to the undersigned no later than 4:30 pm CDT Friday, June 14th, 2019.

Attention: Mark Vermette, Chief Administrative Officer

Municipality of Red Lake

P.O. Box 1000

Balmertown, Ontario

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Mark Vermette
CAO

Fred Mota
Mayor



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