



Employment Opportunity

PART TIME BYLAW ENFORCEMENT OFFICER

The Region of Queens Municipality is seeking applications from a well-organized, reliable, and self-motivated individual to join our team as a **Bylaw Enforcement Officer (3 days per week)**.

As a Bylaw Officer, your primary duties would include enforcement of municipal regulations and bylaws as approved by Council, such as but not limited to canine control, parking enforcement, taxi licensing and vending on municipal property, as well as carrying out the requirements of the Dangerous or Unightly Premises regulations under the *Municipal Government Act*. A detailed job description is available by contacting the undersigned.

The Ideal Candidate will have:

- Post-secondary education or acceptable equivalent. Additional training in conflict mediation would be an asset.
- Minimum 2 years' experience in an enforcement environment interpreting and applying by-laws/regulations, conducting investigations, and ensuring regulatory compliance. Municipal experience would be an asset.
- Experience in canine control.
- Demonstrated ability to deal objectively, and calmly with the public during dispute or conflict situations.
- Excellent communication, customer service and public relations skills.
- Ability to be appointed as a Special Constable by the NS Department of Justice.
- Membership in the Atlantic By-law Officers Association is considered an asset.
- Valid driver's license.
- Current First Aid and CPR certification.

With a strong focus on work-life balance, Region of Queens Municipality offers a competitive benefits package, Defined Benefit Pension Plan, diverse career opportunities, modern facilities, and an innovative, continuous improvement culture.

The annual salary for this part time position is \$35,000.

Only applicants required for interviews will be contacted. Resumes can be submitted by email or mail to the address below:

Region of Queens Municipality
Angela Green, Administrative Assistant – Administration
249 White Point Road
P.O. Box 1264
Liverpool, NS B0T 1K0
Phone: 902-354-3453
Email: agreen@regionofqueens.com

Region of Queens Municipality understands the value of diversity in our communities and our staff. We continuously strive to be a diverse and inclusive workforce. As such, we are committed to offering equal employment opportunities based on qualifications and performance and free from discrimination because of age, race or ethnic origin, religion, sex, sexual orientation, disability, family status or other protected characteristics in accordance with the Nova Scotia Human Rights Code. During the recruitment process, applicants have the right and are encouraged to request an accommodation should they require it.

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