THE CITY OF YELLOWKNIFE

Municipal Enforcement Officer II

The City of Yellowknife is an inclusive employer offering a dynamic and rewarding work environment that delivers valuable services to our residents. Working in Local Government provides many opportunities to not only develop your career but also to improve the lives of residents and visitors to Yellowknife! At the City, the diverse backgrounds of our employees help us to create a positive, safe and fun environment for us all. The City is committed to hiring a diverse and skilled workforce that is representative of the community, strengthening our ability to provide high-quality services and excellent customer service to residents. In addition, the City of Yellowknife is committed to reconciliation and implementing actions intended to increase the number of Indigenous peoples who work for the City. The City of Yellowknife welcomes applications from all qualified candidates and encourages Indigenous persons to self-declare when submitting their applications.

KEY RESPONSIBILITIES:

Under the general supervision of the Supervisor, Enforcement Operations and the assigned Team Lead, the incumbent encourages and enforces compliance with provisions of applicable legislation of the Government of the Northwest Territories and the various municipal by-laws of the City of Yellowknife.

Some of the duties may include:

- Engaging with residents, visitors, or other City partners to provide a professional level of customer service;
- Conducting patrols within the City using various means of conveyance (patrol car, foot, bicycle, snowmobile);
- Ensuring drivers and vehicles are in compliance with the Motor Vehicles Act; Highway Traffic and Parking by-laws;
- Focus on residential dog ownership responsibilities and compliance of owners;
- Investigating complaints and achieving compliance;
- Providing traffic control and other service assistance to support other City departments and divisions; and
- Fulfilling court responsibilities.

QUALIFICATIONS:

Qualified applicants must possess a post-secondary diploma in police studies, law enforcement, or a related field along with a minimum of 2 years of experience in law enforcement.

The candidate must also possess:

- A valid NWT class 5 driver's license;
- First aid certificate;
- The following certificates: PPCT, OC Spray training, RADAR and LIDAR training, Emergency Vehicle Operators Course, and Dog Handling.

SALARY:
The City of Yellowknife offers a starting salary of $84,195 per annum, as well as a comprehensive benefits package including monthly housing and vacation travel allowances totaling $450 per month, a defined benefit pension plan, and relocation assistance.

TO APPLY:

This position will remain open until filled.
Qualified applicants are encouraged to apply as soon as possible as interviews are ongoing.

Please visit the City of Yellowknife Website at: www.yellowknife.ca to submit your resume and proof of education and certificates.

Please be advised that the City of Yellowknife requires all prospective employees to provide a criminal records check prior to employment. We thank all applicants who apply but advise that only those to be interviewed will be contacted.