

CITIZENS FIRST THROUGH SERVICE EXCELLENCE

We have an exciting Permanent Full Time, Unionized opportunity in the By-Law and Compliance, Licensing and Permit Services Department for an experienced and motivated individual.

**Special Enforcement Officer
(FILE #J1024-0471)**

As one of Southern Ontario's fastest growing cities, with its mix of urban and rural areas, Vaughan is an in-demand place to live and work. Vaughan is considered one of Canada's most family friendly cities with a dynamic and diverse population of over 300,000. With one of the top performing economies, a growing tourism industry and an enviable portfolio of recreational and cultural venues, this is the place where you want to be.

Responsible for:

Responsible for monitoring compliance with City By-laws and specific Provincial Statutes; identifying, investigating, and reporting alleged offences and enforcing such laws in accordance with applicable legislation/regulations, as appropriate; maintains a visible deterrence by actively patrolling in uniform throughout City of Vaughan parks, open spaces, and facilities; conducts special projects and assignments as assigned; participates in any City emergency functions and requirements thereof.

Qualifications and experience:

- Ontario Police College Certificate, Community College Diploma in Law Enforcement/Investigative Studies or suitable equivalent.
- Required to obtain and maintain certification related to Use of Force | Arrest and Control Techniques in keeping with the Ontario Police College standards as selected by the City of Vaughan within first 12 months of employment.
- Minimum of two (2) years related enforcement experience, preferably in a municipal environment.
- Required to maintain a valid CPR and First Aid Certificate.
- Valid non-probationary Ontario Class 'G' in good standing, and 'M' Driver's License with no restrictions, in good standing.
- Ability to work independently as well as within a team environment.
- Knowledge of, and demonstrated ability in, the City's core competencies and relevant functional competencies.
- Ability to develop and maintain working relationships with colleagues, agencies and organizations.
- Sound judgment and service excellence in dealing with the public and ability to deal effectively and courteously with the public and staff.
- Ability to utilize all available City software and resources during the course of by-law investigations.
- Ability to manage a workload responsibly and ensure by-law investigations and follow-ups are executed in accordance with Corporate service delivery standards.
- Working knowledge of municipal by-laws, enforcement processes, Provincial Offences Act, Highway Traffic Act, Trespass to Property Act and court proceedings.
- Physical ability to lift heavy objects up to 100 lbs. and ride bicycle for up to 7 hours over paved and rough terrain.
- Ability to ride motorcycle over paved and rough terrain.
- Excellent and effective verbal and written communication skills, and the ability to be tactful, patient and courteous, when dealing with the public, elected officials and staff in other service areas and meet all needs of diverse audiences/stakeholders.
- Excellent analytical, problem-solving and decision-making skills with the ability to apply these skills when assessing difficult and challenging situations and demonstrate sound judgment and service excellence, at all times.
- Ability to apply a customer service approach in interactions with others and, when problem-solving and addressing by-law infractions, utilizes alternate dispute resolution and/or mediation.
- Expected to work independently and in a team environment in the field and wear a uniform and all issued personal protective equipment at all times while on duty.

- Ability to become a member in good standing of the Municipal Law Enforcement Officers' Association.
- Ability to obtain and maintain environmental noise certification.
- Successful candidate must provide a "Vulnerable Sector Check" from an accredited Police agency in Ontario, prior to employment.
- Standard office environment and in-field work
- Prolonged use of vehicle throughout shift.
- Ability and availability to respond to a Corporate cell phone or computer during unplanned events or emergencies.
- Availability to work outside normal business hours, as required and in accordance with the Collective Agreement.
- Availability to work rotating shifts including evenings, weekends, and statutory holidays.
- Exposure to people who may be impatient, angry or unpredictable when dealing with complaints.
- Often in close quarters involving close quarters contact with presence of alcohol.
- Physically demanding work environment involving prolonged use of bicycles/e-bikes and motorcycles in inclement weather.
- Exposure to changing and potentially adverse weather conditions throughout year due to inside/outside work environment, mainly in the field.

In addition to offering a competitive compensation package, we have a strong focus on health and wellness, including fitness facilities and family-focused benefits.

If you are an energetic person who is interested in bringing your knowledge and passion to the City of Vaughan, please apply on or before Tuesday November 19th at: [City of Vaughan - Special Enforcement Officer](#)

We thank all applicants for their interest; however, only those selected for an interview will be contacted. Please be advised, the City of Vaughan uses email to communicate with applicants for open job competitions.

The City of Vaughan is committed to diversity and inclusivity in employment and welcomes applications from qualified individuals of diverse backgrounds. The City of Vaughan is also committed to providing accommodations for people with disabilities. If you require an accommodation, we will work with you to meet your needs.