



2023 Contract Employment Opportunity (May – September) BY-LAW / PARKING ENFORCEMENT OFFICERS

The Township of Wainfleet is now accepting resumes for 1 Full-Time By-Law / Parking Enforcement Officer for the summer months.

The By-law / Parking Enforcement Officer is responsible for providing beach access security when required, and receiving complaints regarding parking issues along with regular parking patrols. The selected officer will maintain a daily note book and issue parking infraction notices in accordance with the *Provincial Offences Act*, with empathy and exemplary customer service skills at all times. The job may also include other duties as assigned.

The selected candidate will generally be required to work **weekends** during the summer. The full-time candidate will be required to work a 35 hour work week, starting approximately May 17, 2023. The Municipality will supply appropriate uniforms; however black pants or shorts and suitable black footwear will be the responsibility of each individual.

Qualifications:

- Customer service related experience
- Graduates of a post secondary law program are also encouraged to apply;
- Previous enforcement experience considered an asset;
- Must have superior public relations & communication skills;
- Ability to work a variety of shifts outdoors , including days, evenings and weekends;
- Physical Activity (which includes walking);
- Preference if candidate holds a valid First Aid / CPR certificate;
- Possesses a valid class “G” Ontario’s Drivers licence in good standing (abstracts required if hired);
- Ability to provide a clean Criminal Records Check (if hired);

Hourly Rate: \$17.00

Qualified candidates are invited to submit a resume with cover letter, in confidence, outlining how their relevant education, experience and achievements meets the above qualifications, to Lee Gudgeon, Manager of Human Resources, by 4pm on Monday, February 27, 2023. Electronic applications will be accepted at <https://www.wainfleet.ca/en/town-hall/careers.aspx>, by email at careers@wainfleet.ca or Fax: (905) 899-2340.

The Township of Wainfleet is an equal opportunity employer committed to an inclusive, barrier-free recruitment and selection processes, and work environment. We will accommodate the needs of applicants under the Human Rights Code and Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment process. Please contact the Office of Human Resources, hr@wainfleet.ca if you need assistance. Personal information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of candidate selection. We thank all applicants and advise that only those to be interviewed will be contacted. Personal information is collected under the authority of the Municipal Act and will be used to determine eligibility for potential employment.