

Municipal Law Enforcement Officer- Animal Services Temporary Assignment up to 24 Months

(Job # 2021-079-IE)

Department:	Corporate Services
Status:	Part Time, Temporary
Date Posted:	November 24, 2021
Date Closing:	December 8, 2021 at 4:30 p.m.
Number of Positions:	2
Scheduled Hours/Shifts:	Up to 24 hours per week, with rotating shifts including evenings, overnight and weekends
Salary:	\$37.74-\$45.91 per hour

Position Purpose:

Reporting to the Supervisor, Municipal Law Enforcement, this position is responsible for administering, maintaining and interpreting all Municipal By-laws and provincial legislation relating to Animal Control for the Town of Whitchurch-Stouffville. The Municipal Law Enforcement Officer-Animal Services will patrol the town and proactively search for deceased, stray, sick or injured animals and provide the necessary support- ranging from transporting animals to shelters and veterinarians to administering euthanasia as appropriate. Another requirement of the job is to provide staff and the public with information regarding licensing, vaccinations, rabies control, pet owner education, outbreaks, spaying neutering and adoptions.

Qualifications and Requirements:

The ideal candidate will possess the following qualifications:

- Minimum of two (2) years related animal handling experience
- Post-secondary education in related field such as Police Foundations, Law & Security, Veterinary Technology, or Animal Health Technology, is preferred
- Thorough working knowledge of the Dog Owners Liability Act, Provincial Offences Act, Municipal Act, and other pertinent legislation related to animal control, municipal law enforcement, and processes and practices including court documentation and proceedings
- Valid CPR and first Aid (or willing to obtain); Pet First Aid an asset
- Excellent organizational skills
- Proven investigative and report writing skills, verbal communication and presentation skills
- Advanced interpersonal skills, with ability to interact effectively with all municipal staff, elected officials, residents, businesses
- Problem-solving skills, discretion and good judgement when handling confidential/sensitive information and communicating with individuals regarding controversial matters;
- Able to wear required personal protective equipment
- Class "G" driver's license in good standing; ability to provide and maintain a clean Motor Vehicle Drivers Abstract
- Satisfactory Police Vulnerable Sector check
- Proficiency in Microsoft Office suite, including customized Town programs
- Superior customer service orientation with a focus on ensuring effective services; maintain a positive, professional attitude

How to apply:

Please forward your resume in confidence **December 8, 2021 at 4:30 p.m.**, identifying Job # 2021-079-IE in the subject line to hr@townofws.ca.

Committed to diversity and a barrier-free environment: Whitchurch-Stouffville is an equal opportunity employer committed to an inclusive, barrier-free recruitment and selection process and as we grow, it's important that our workforce reflect the citizens we serve. At the Town, we respect, encourage, and celebrate our diversity. If contacted for an employment opportunity, please advise if you require accommodation.

As a result of the COVID-19 pandemic and in support of the Town's commitment to a healthy and safe workplace, the Town has a vaccination requirement for all employees. Successful candidates will be made an offer of employment on the

condition of being fully vaccinated against COVID-19. Fully vaccinated is defined as having received all of the required doses of a Health Canada approved vaccine and having received the final dose at least 14 days prior to November 1st, 2021.

Successful candidates will be asked to provide proof of full vaccination. In the event that that a candidate is unable to be vaccinated as a result of a ground protected by applicable provincial human rights legislation, the Candidate may submit a written explanation of the ground and any supporting documentation to determine if they are exempt from this requirement.

We thank all applicants for their interest in this position, however, only those applicants selected for an interview will be contacted.