



DISTRICT OF SAANICH
LEGISLATIVE & PROTECTIVE SERVICES DEPARTMENT
BYLAW AND LICENSING SERVICES DIVISION

BYLAW ENFORCEMENT OFFICER

Permanent Full Time Position

The District of Saanich is one of the four core municipalities within the Capital Regional District. The community is home to 114,000 citizens and is comprised of urban, suburban and rural areas, and 12 diverse neighborhoods. Saanich is known for its progressive initiatives in the areas of Environmental Protection, Climate Change, and Community Planning.

We are looking for two experienced Bylaw Enforcement Professionals to join the Bylaw & Licensing Services Division on a permanent full time basis. The successful candidates will be responsible for investigating, reporting, resolving of District bylaw violations. The ideal candidates for this challenging role will possess strong dispute resolution skills and have experience dealing with people in difficult situations, experience with bylaws or regulations, court procedures and enforcement activities including investigating, reporting and resolving bylaw violations.

Requirements include Grade 12 or equivalent; BC Justice Institute Bylaw Enforcement and Investigative Program, Level 1 and/or courses relating to criminology and/or investigative skills; three years of experience in the enforcement of municipal bylaws or a related area; experienced in office practices and procedures; possession of a valid BC Class 5 Driver's Licence and a Police Information Check with Vulnerable Sector (PIC-VS) check no older than 6 months. Candidates with an equivalent combination of education and experience may be considered.

The successful candidates will be required to work 8:30am – 4:30 pm schedule to suit the requirements of the job. In addition to the interview process, testing will be conducted. We thank all applicants for applying. Only those under consideration will be contacted

This is a C.U.P.E. Local 2011 position with a wage of \$42.61 per hour and an excellent benefits package. Job description and competition information can be found at www.saanich.ca. **Please apply by 11:45 pm. on June 4, 2025 quoting to competition 25135.**