



## Bylaw Enforcement Coordinator Building & Bylaw Enforcement Services (Temporary, Full-Time)

Located in the south-central region of B.C., the Regional District of Okanagan-Similkameen covers an area over 10,400 km<sup>2</sup> and is renowned for its orchards, vineyards and golf courses, as well as its widely varied landscape including deserts, mountains and valleys, and pristine lakes. Outdoor recreational opportunities are endless throughout the Regional District and residents enjoy a wide array of activities all year long.

The Regional District of Okanagan-Similkameen is currently recruiting for a temporary, full-time Bylaw Enforcement Coordinator for a four (4) month term (August to December 2021).

Reporting to the Manager of Building & Bylaw Enforcement Services, the incumbent will be responsible for enforcing land use and regulatory bylaws.

### QUALIFICATIONS:

- A minimum of two years post-secondary education specializing in investigations and enforcement, criminology, conflict resolution or related field; or an equivalent combination of education and experience.
- Completion of Bylaw Compliance, Enforcement and Investigative Skills Level I and II certifications.
- A minimum of 3 years' related experience.
- Knowledge of Federal and Provincial government legislation and regulations and local bylaws.
- Demonstrated computer skills in Microsoft Office Suite (Outlook, Word, and Excel).
- A familiarity with digital mapping and tracking software would be considered an asset.
- Excellent organizational, written and verbal communication skills.
- Ability to communicate in a courteous and tactful manner often in sensitive and/or conflict situations.
- Ability to make sound decisions and judgment calls in a consistent manner.
- Ability to handle confidential and sensitive matters with discretion and integrity.
- Ability to work on a number of concurrent tasks with deadline pressures.
- Ability to read and interpret architectural drawings and site plans would be considered an asset.
- Ability to pass and maintain a criminal record check.
- Valid B.C. Driver's Licence.

This temporary, full-time position is included in the BCGEU bargaining unit. The hourly wage for the position is \$36.67, Paygrade 7, plus 14.75% in lieu of benefits and pension.

Qualified individuals are invited to submit their application in PDF format quoting **Competition No. 21-41E** by **4:00 pm, Monday, August 9, 2021** to:

Human Resources Department  
Regional District of Okanagan-Similkameen  
101 Martin Street, Penticton, BC V2A 5J9  
Tel: (250) 492-0237 Fax: (250) 492-0063  
Email: [hr@rdos.bc.ca](mailto:hr@rdos.bc.ca)

*We thank all applicants for their interest, however, only those candidates selected for further consideration will be contacted.  
This position is only open to those legally entitled to work in Canada.*