



HAMLET OF RANKIN INLET BYLAW ENFORCEMENT OFFICER/FIREFIGHTER

The Hamlet of Rankin Inlet is looking for a customer-focused individual to work as part of our bylaw enforcement and fire rescue team.

As the successful candidate you will possess excellent interpersonal and communication skills with an ability to interpret, explain, and attain compliance with the Hamlet's bylaws, policies and regulations while establishing and maintaining effective working relationships with internal and external customers.

Dedicated to community engagement and relationship building, you will report directly to the Fire Chief in a supportive, team-based environment and are primarily responsible for:

- Enforcing all Hamlet bylaws including traffic violations, ATVs and snowmobiles, domestic animal control, noise complaints, taxi and curfews
- Ensuring that zoning, business and other regulations are complied with
- Assist RCMP as needed
- Issuing MTI tickets for a wide variety of violations
- Investigating complaints of bylaw violations
- Responding to inquiries from the public and others
- Keeping accurate records
- Assisting the fire department as needed in emergency situations while on duty

REQUIRED QUALIFICATIONS:

- Minimum Grade 10 education or equivalent experience and training.
- Good written/verbal communications (English and Inuktitut preferred) interpersonal and public relations skills.
- Demonstrated skill in the writing of reports.
- Demonstrated knowledge of computer and keyboarding skills such as Microsoft Word.
- Valid Nunavut Class 5 driver's license and able to provide and maintain a clean driver's abstract.
- Must be self-motivated and able to work without supervision and in a team environment.

PREFERRED QUALIFICATIONS:

- Qualify for Level 1 Community Peace Officer Appointment.
- Formal firefighter training including Firefighter Level 1 and 2
- Conflict Resolution Training
- Current First Aid Certification
- Valid Firearms License (PAL)

WORKING CONDITIONS:

- Public pressure and stress may impact this position due to the nature of the work.
- On call and shift work will be required, including nights and some weekend work.
- Work may be required in inclement to severe weather conditions.

SALARY AND BENEFITS:

- Salary range is \$55,400 - \$65,700 plus a Northern Living Allowance of \$22,500.00.
- This position includes a competitive benefits package.

As a condition of employment, the candidate must provide an RCMP security clearance (including a vulnerable sectors check), drivers abstract, and be willing to take additional training as required.

Please submit your resume and a cover letter detailing how your skills compare to the above requirements, in confidence to: Fire Chief

**Hamlet of Rankin Inlet
PO Box 927
Rankin Inlet, NU X0C 0G0
Email: rifirechief@northwestel.net
Fax: (867) 645-3100**

THIS POSTING WILL CLOSE ON APRIL 1 AT 5:00 PM.

We thank all applicants for their interest. However, only those short listed for interviews will be contacted.