



Development Compliance Officer Competition #201935 One (1) Permanent Full Time Position

The City of Fort Saskatchewan is seeking a confident, enthusiastic, results orientated professional to join our Planning and Development Team. Reporting to the Manager, Development Planning, the Development Compliance Officer provides a lead role in compliance monitoring within the community and is authorized and dedicated to enforcing the Land Use Bylaw. The Development Compliance Officer engages a proactive and collaborative outreach style of enforcement; liaises with the residents and business in a respectful manner; and overall promotes the purpose and objectives of the Planning and Development department.

Some accountabilities of this position include: oversee Land Use Bylaw compliance within the community by conducting field inspections as required; provide active surveillance with a 'field to finish approach'; respond to residents and businesses in a timely and meticulous manner; cite Violation Warnings and prepare enforcement related correspondence when necessary, including but not limited to, Stop Orders and Violation Tags; implement and maintain development compliance policies and procedures; assist with public education efforts and activities to promote proactive adherence to the Land Use Bylaw.

The successful candidate will have a diploma related to land use planning, bylaw enforcement or a related discipline, with a minimum of one year of applicable experience. Experience and extensive knowledge with the application of municipal bylaws is an asset. Strong verbal and nonverbal communication, conflict resolution and critical thinking skills are essential to be successful in this position. This position requires excellent organizational and time management skills.

This position requires a valid Class 5 Alberta Driver's License. A current five year driver's abstract will be required at the time of interview.

The City of Fort Saskatchewan offers a competitive compensation package with a salary range of \$69,790 to \$82,114 per annum. Qualified applicants are invited to apply in confidence no later than **Thursday, March 21, 2019 stating competition #201935 to:**

The City of Fort Saskatchewan
People Services Department
10005 - 102 Street
Fort Saskatchewan, AB T8L 2C5
Fax: 780.992.6625
E-mail: hr@fortsask.ca



Take your Career in the Right Direction

The City of Fort Saskatchewan is a vibrant economic and cultural hub located just 15 minutes northeast of Edmonton on the banks of the North Saskatchewan River. Home to more than 26,300 people, the City proudly manages state of the art recreation, culture and historic amenities including 75 km of outdoor trails, a performing arts theatre and fitness centre within the Dow Centennial Centre, and the 1875 – 1885 NWMP Fort representation in historic downtown.

For more information on employment with the City of Fort Saskatchewan, please visit our website at: www.fortsask.ca

The City of Fort Saskatchewan thanks all applicants for their interest and advises those applicants under consideration will be contacted.