



Employment Opportunity

Town of Calmar

Vacancy – Community Peace Officer 1 Permanent Full-Time Position

The Town of Calmar is a perfectly situated commuter town located in the greater Edmonton Metro Region. A close 20-minute drive to city amenities, entertainment, and places of work yet far enough to maintain a small-town feel. With a population of 2,300 our prosperous agricultural community boasts two first-rate schools, a technical labor force and a young growing population. The town is surrounded by year-round tourism destinations that offer high quality of work-life balance as well as vibrant locally owned businesses.

This position is the result of the Town expending its Enforcement Services to the Town of Thorsby. Under the direction of the Town's Manager, Enforcement Services, the successful candidate will be based in Calmar and will have the privilege of serving two great communities.

The position duties are:

Community Safety:

- Educate and raise awareness about laws and regulations in effect within the Town of Calmar/Thorsby
- Establish and maintain preventative and community policing measures
- Crime deterrent through visible patrols
- Receive, evaluate, manage, track, and follow-up on complaints received by Enforcement Services and/or the Town's Office
- Liaise with Local Police Jurisdiction and other law enforcement agencies
- Attend Courts as needed to fulfill duties
- Report any vandalism and/or removal or damage to public property
- Report unsightly premises and take appropriate corrective action
- Issue violation tickets, summons, and/or warning tags when appropriate

- Arrest and bring to proper authorities as per appointment with Solicitor General
- Enforce Traffic Safety Act of Alberta
- Work with elementary school children on traffic intersection safety

Professionalism and support:

- Must uphold integrity, positive public relations, and strong communication while interacting with any internal and/or external parties
- Maintain all Certification associated with the position
- Maintain uniform in a professional manner
- Provide support to colleagues when/where possible
- Perform other duties as assigned by the CAO

OH&S:

- Adhere to Calmar/Thorsby Occupational Health and Safety Policy and other relevant policies in all tasks, functions, and duties perform, regardless of the location
- Ensure the safety of the individual in this position and colleagues when on duty

Position Requirements (Mandatory):

- Must be a certified Community Peace Officer Level I as per Alberta's Solicitor's General
- Current certification in baton
- Current certification with Pepper Spray
- Current certification (CTSC)
- Current certification in P.A.R.E
- Current certification Workplace First Aid
- Must be in good standing with the Peace Officer Program and Solicitor General
- Possess and maintain an Active Alberta Driver's License, & have reliable transportation
- Must not be under investigation of any other law enforcement entity inside or outside the Province of Alberta
- Clean criminal record for past 5 Years
- Maintain an active driving records with no more than 3 demerits on license
- Must be able to pass Solicitor General, and Vulnerable Security checks
- Must have or be willing to have CVSA training

Position Requirements (Asset):

- RCMP Enhanced background check(A)
- Emergency Vehicle Operating Course (EVOC) (A)
- Familiar with government data base related to the position including R.O.A.D.S. (A)
- Experience interacting with various law enforcement agency

The Town of Calmar offers a competitive remuneration and benefits package.

Position will remain open until a suitable candidate has been chosen.

Applications can be mailed to:

Community Peace Officer 1 Competition

ATTN: Sylvain Losier, CAO

P.O. Box 750

Calmar, AB

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Applications can also be dropped off at the Town Office located at 4901-50ave, Calmar or emailed to Sylvain Losier – slosier@calmar.ca – please type CPO 1 in the subject line.

Only those applicants selected for an interview will be contacted.

The Town of Calmar thanks all applicants for their interest in joining Team Calmar.