



Picture Butte

Picture Perfect!

EMPLOYMENT OPPORTUNITY

The Town of Picture Butte is currently hiring for the position of
Municipal Enforcement Officer
Temporary Full-Time

The Town of Picture Butte is a dynamic community located 20 minutes north of Lethbridge and has a population of just under 2000 people. Picture Butte offers housing options for everyone as well as excellent schools, sports, culture and recreation facilities and a mix of businesses, restaurants and professional services. Come join this growing community and organization as a Municipal Enforcement Officer for the Town of Picture Butte!

POSITION SUMMARY:

The Municipal Enforcement Officer, will help to promote Council's vision and values by investigating, enforcing, and providing public education on municipal bylaws. As an employee of the Emergency Services department, the Municipal Enforcement Officer will promote public safety and community well-being by: determining appropriate enforcement actions; issuing written or verbal warnings, violations or specified penalty tickets, and clean up or weed notices; preparing files and court briefs; providing evidence in court; and conducting animal control duties. All interested candidates will be considered.

RECOMMENDED QUALIFICATIONS:

- Completion of a recognized Diploma related to Police Studies, Criminology, Law Enforcement, or similar related diploma.
- Experience in municipal enforcement, law enforcement, or safety codes enforcement considered an asset. Equivalencies may be considered.

COMPENSATION:

- Job rate \$29.39 per hour

Hours of work = 40 hours per week

PLEASE SEND APPLICATIONS TO THE DIRECTOR OF CORPORATE SERVICES VIA EMAIL IN **PDF FORMAT** TO michelle@picturebutte.ca OR IN PERSON AT THE TOWN OFFICE BEFORE **June 27, 2025 at 3:00 PM**.

PLEASE INCLUDE A COVER LETTER, RESUME and COPY OF QUALIFICATIONS.

Thank-you for your interest, however only selected candidates will be contacted for interviews and the position will remain posted until a suitable candidate is found.

120 – 4th Street North - P.O. Box 670, Picture Butte, AB T0K 1V0
Telephone: 403-732-4555 Fax: 403-732-4334 www.picturebutte.ca

