



Position Title: Bylaw Enforcement Officer I (Regular Part-Time)

Competition No: 2026-U14

Number of Positions: 1

Weekly Hours: Monday to Saturday – min of 17.5hrs a week to a max of 35hrs throughout the year (initially funded at 17.5 hours per week)

Work Schedule: May include select evenings and weekends (anticipated to be scheduled seasonally and subject to change based on operations)

The Town of Sidney, located on the Saanich Peninsula, is a vibrant waterfront community with a population of over 12,000. The Town provides a high energy, creative, and collegial work environment that supports balanced professional and personal activities.

The Town invites those who share our values of ***Excellence in Public Service*** and ***Teamwork*** to apply for this exciting career opportunity.

Reporting to the Director of Engineering, this position is responsible for enforcing various municipal bylaws, which includes investigating bylaw complaints and infractions; gathering evidence and preparing reports on violations; attending and presenting evidence in Court as required; interpreting and explaining applicable bylaws, statutes, and regulations; and assisting with bylaw preparation and amendments. The incumbent must have strong public relations and dispute resolution skills. The incumbent must be able to work efficiently with minimum supervision and is required to have sound knowledge of regulatory bylaws and related legislation.

To be considered for this position, applicants should have the following qualifications:

- Grade 12, supplemented by post-secondary courses in criminology and bylaw enforcement
- Justice Institute BC Bylaw Enforcement and Investigation Program Level I
- Minimum 3 years related experience in bylaw enforcement in a municipal environment
- Or an equivalent combination of training and experience
- Valid BC Class 5 Driver's Licence

Legal ability to work in Canada is a requirement of this position.

This is a regular, part-time CUPE Local 374 position with a 2026 wage of \$42.58/hour and an excellent benefits package. A detailed job description is available on the Town's website at [Sidney.ca](https://www.sidney.ca).

Please submit any accommodation requests when you apply or at any point during the competition process. All requests are received in confidence by Human Resources.

Please submit your cover letter and resume to the attention of Human Resources, quoting **Competition #2026-U14 Bylaw Enforcement Officer I**, to careers@sidney.ca.

Posting will be open until filled with the review of applications beginning on July 3, 2026.

We thank all applicants for their interest, however, only those selected to participate in the competition process will be contacted.