



Employment Opportunity – Municipal Enforcement Officer – Temporary Vacancy (6 Month Term – Possible Extension)

Duties and Responsibilities:

The Municipal Enforcement Officer (MEO) is responsible for ensuring compliance with all Town by-laws and applicable legislation. Key responsibilities include:

- Enforcing municipal by-laws and relevant provincial or federal legislation
- Chairing the Joint Occupational Health and Safety Committee and associated reporting
- Act as Safety Coordinator, as required, ensuring adherence to occupational health and safety standards
- Conducting business and occupancy inspections
- Assisting the Planning Department with compliance letters, as required
- Provide supervisory coverage for other departments, as assigned
- Participate in the management on-call rotation schedule and respond to after-hours issues as necessary

Qualifications:

The successful candidate will possess a combination of education, certification, and experience in municipal enforcement or a related field. The incumbent must:

- Demonstrate relevant certification and/or experience in by-law enforcement, regulatory compliance, or a related discipline
- Be physically fit and capable of performing the duties and responsibilities of the position
- Exhibit strong interpersonal skills, with the ability to interact with the public in a professional, respectful, and tactful manner
- Demonstrate the ability to manage dynamic, day-to-day assignments in a responsive and adaptable manner
- Be comfortable working with and handling animals in the course of enforcement duties, including animal control situations

Compensation:

Compensation will be determined based on the qualifications and experience of the successful candidate.

Qualified and interested individuals are requested to send their cover letter and resume to recruiting@wabush.ca or by mail to Town of Wabush, PO Box 190, Wabush, NL, A0R 1B0. Attn: Recruiting

Closing Date: April 17, 2026.

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