

JOB POSTING

POSITION:	Bylaw Enforcement Officer CUPE 118
TERM:	Temporary, Full-Time, until April 30, 2027 <i>(With the possibility of extension)</i>
DEPARTMENT:	Planning
WORK LOCATION:	Municipal Office & District of Ucluelet (On-Site)
HOURS OF WORK:	➤ Until March 31, 2027 ○ Monday to Friday ○ 8:00 AM – 4:30 PM ➤ As of April 1, 2027 ○ Thursday to Monday ○ 12:00 PM – 8:30 PM
RATE OF PAY:	\$43.06 per hour (2026 rates) <i>(Less 10% during probationary period, plus 12% in lieu of benefits)</i>
POSTING DATE:	October 26, 2026
CLOSING DATE:	November 9, 2026
POSITION START DATE:	Immediately

JOB SUMMARY

This is a temporary position that reports to the Director of Community Planning & Strategic Initiatives. The Bylaw Enforcement Officer contributes to the effective operation of the District of Ucluelet, primarily through identifying, investigating, mediating and resolving of bylaw violations according to enforcement policies adopted by Council and providing enforcement services to all departments within the organization. In many instances, this will require investigating complaints of alleged bylaw infractions other than during the normal business hours of the District of Ucluelet Municipal Hall.

The Bylaw Enforcement Officer is expected to exercise independent judgement in accomplishing the work and must complete all investigations with initiative and diplomacy. The Bylaw Enforcement Officer position requires a sound understanding of all Municipal Bylaws, must have the ability to think innovatively, the ability to adjust to the political sensitivities, and have proven ability to supervise and mentor Bylaw Ambassador staff.

How To Apply:

Applicants meeting the above qualifications may apply by sending a cover letter & resume in one (1) PDF document, including three (3) relevant references.

To: Human Resources Department
Email: careers@ucluelet.ca
Office: 200 Main Street, Ucluelet BC
Mail: District of Ucluelet, Box 999, Ucluelet, BC V0R 3A0

Only applications received before the position close date will be considered. The District of Ucluelet wishes to express our appreciation to all applicants for their interest and effort in applying for the position and advise that only those selected for an interview will be contacted. Thank you.