



CAMROSE POLICE SERVICE

Employment Opportunity

POLICE SUPPORT TECHNICIAN (TEMPORARY SEASONAL)

The Camrose Police Service is accepting applications for two (2) temporary Police Support Technicians. The successful applicants will assist both civilian and sworn members of the police service with matters involving citizen complaints and investigations.

FUNCTIONS:

- Receive citizen front counter complaints, including collision reports.
- Perform a variety of investigative support tasks.
- Assist with arrest processing.
- Assist in the service and delivery of documents, letters and warnings.
- Assist with equipment, building and supplies management.
- Other related duties as assigned.

QUALIFICATIONS:

- Successful candidates must meet the eligible age to work in a policing agency of 18 years or older.
- Enrollment in Criminal Justice, Corrections, or related programs is considered an asset.
- A valid Class 5 Operators license with a clean driver abstract.
- Emergency or Standard First Aid (or the ability to obtain).
- Strong oral and written communication skills.
- Ability to work effectively independently or as part of a team.
- Ability to interact with the public in a friendly and courteous manner.
- Reliable with a strong work ethic.
- Provide current and satisfactory Police Information Check

HOURS OF WORK: The hours of work for the Police Support Technicians will be 40 hours a week from May to August. The shifts will be comprised of three 12 hour dayshifts and one 10 hour dayshift on a four on four off rotation. Successful applicants will work alongside uniformed policing teams.

HOURLY WAGE: The hourly wage for these positions will be based on qualifications and experience of the successful candidates.

APPLICATIONS: Individuals interested in this position are invited to submit a cover letter and resume to the address below by April 24th, 2019 by 4:30 p.m.

We appreciate and consider all applications; however, only candidates selected for interviews will be contacted.

CONTACT:

Camrose Police Service, Attention: Staff Sergeant BRISSON
Camrose Police Service 6220 – 48 Avenue, Camrose, AB T4V 0K6
Email: hr@camrose.ca