



GENERAL APPLICATION

OUR MISSION

To strive for excellence by displaying the highest level of integrity and dedication towards the residents of the City of Bathurst and its stakeholders while demonstrating resourcefulness that allows for respect, creativity, and innovation.

In anticipation of future employment opportunities, the City of Bathurst invites potential candidates, including currently serving Police officers in Canada, to submit their CV's for the position of **Police Officer**, this to allow for advanced consideration and inclusion in our hiring pool.

POSITION SUMMARY:

The Police Officer performs general police work and conducts investigations. Duties include the enforcement of the Criminal Code of Canada, federal and provincial statutes, city By-Laws, as well as patrolling and providing a wide range of police services to the general public, under the supervision of the Sergeant.

KEY RESPONSIBILITIES:

- Performs basic police patrolling on foot and in police vehicle;
- Provides traffic control duties;
- Investigates traffic accidents, administers first aid to the injured, and submits accident reports;
- Answers and investigates calls for police service from the general public and reports on Occurrence Reports;
- Visits crime scenes, searches for and preserves evidence, does preliminary and follow-up investigations and reports on Occurrence Reports;
- Interviews and takes statements from complainants, suspects and witnesses;
- Arrests, detains and takes appropriate action against persons suspected of breaking the law;
- Testifies in court;
- Performs other related duties as required.

KNOWLEDGE, SKILLS & ABILITIES:

- Graduation from a recognized Police Training Institution. The incumbent must meet departmental medical and physical standards, obtain security clearance, and qualify for appointment as a Police Officer in accordance with the New Brunswick Police Act, Regulation 91-498;
- No criminal convictions for which a pardon has not been granted and no adult criminal charges pending;
- Within the first eight years of police service, must successfully complete core courses identified in the NB Policing Standards;
- Certification of firearms qualifications, first aid and CPR techniques;
- Ability to function in both official languages (English and French), spoken and written is required;
- Excellent interpersonal and communication skills.

PLEASE ATTACH THE FOLLOWING AS A COMPLETE PACKAGE FOR CONSIDERATION

- Proof of graduation from certified Police Training Academy or as a Career Officer. Military police provide QL status;
- Please indicate, in your cover letter, your earliest possible start date in your application;
- CV & preliminary questions (one document - maximum 4 pages);
- Current contact Information;
- Complete employment history;
- Education and qualifications;
- Specialized training;
- Two (2) professional references;
- Your prepared answers to the following two preliminary questions:
 1. It is important to have a good understanding of the community in which you work. Tell us what you know about the City of Bathurst.
 2. Based on what you have just stated, express what you think our citizens expect from our Police Officers?
 3. Describe a time that you were in a high-pressure situation and had to respond quickly. Identify the situation, how you handled it, and what was the outcome. Please provide name and contact information for person who can confirm veracity.

TERMS:

- Salary will be based on experience, per Appendix A of the Collective Agreement between the Corporation of the City of Bathurst and the Bathurst Police Association;
- The City of Bathurst offers a competitive employment package that promotes the growth of our employees and respects work/life balance:

The City of Bathurst supports and encourages diversity, equity, and inclusion by providing a welcoming and respectful workplace for all.

If you would like to join our team, we invite you to submit your resume to:

**Human Resources Department
150 St. George Street
Bathurst NB
E2A 1B5
Fax: (506) 548-0093
E-mail: jobs@bathurst.ca**

The City of Bathurst thanks all those who apply, however, only those selected for an interview will be contacted. Your resume will be kept on file for a period of 6 months for future considerations.