



PERMANENT FULL-TIME MANAGER, POLICE SUPPORT SERVICES

(Competition 18-128)

Position Overview

Due to a retirement, the City of Nanaimo is seeking a permanent full-time Manager, Police Support Services. Reporting to the Director of Public Safety, the Manager, Police Support Services is a member of the management team of the RCMP Nanaimo Detachment. The position manages the police records unit, reception and information services, operational and administrative support, accounting, and building maintenance functions as well as activities related to custody of prisoners and commercial transport bylaw enforcement. The incumbent acts as liaison between the City and the RCMP on various human resources, financial, building maintenance and administrative issues and ensures that all applicable City policies, contracts, rules, regulations and agreements are administered properly. The Manager, Police Support Services is the City's senior management representative in the Detachment and is responsible to ensure that the Municipal Police Unit Agreement (MPUA) is managed appropriately.

Qualifications

Applicants must have a degree in Business or Public Administration or another relevant discipline. A minimum of 5 years' experience in municipal administrative management, preferably in a police or related environment, including 3 years' in a management supervisory role is required. An acceptable equivalent combination of education and experience may be considered. Ability to obtain and maintain RCMP security clearance is mandatory, and applicants must possess a valid Class 5 BC Driver's Licence.

Additional Information

This is an Excluded position and a competitive salary and comprehensive benefit package is included.

To apply for this opportunity, please submit a resume and cover letter to employment.opportunities@nanaimo.ca referencing the specific competition 18-128 by the application deadline.

For detailed information on this position and for more information on our community, please visit our website at www.nanaimo.ca

The City of Nanaimo is an inclusive employer and invites applications from all qualified individuals. We thank all applicants in advance for their interest; however, only those selected for further consideration will be contacted. If you are unsuccessful, please accept our appreciation for your interest. This position is restricted to those legally entitled to work in Canada.

Discover What's Possible

The City of Nanaimo is a rapidly growing community with a population of approximately 90,000. Nestled between the mountains and the ocean, on the east coast of Vancouver Island, we are centrally located, about 1½ hours from Victoria and 2 hours from Vancouver by ferry. With a university and well-developed parks, recreational, cultural and social amenities, Nanaimo is truly an extraordinary place to live.

Posting Date

Wednesday, April 10, 2019

Application Deadline

Friday, May 3, 2019
4:30 p.m.

Contact Information

Human Resources
City of Nanaimo
2nd Floor, 455 Wallace Street
Nanaimo, BC V9R 5J6
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