

**JOB OFFER**

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<b>Client:</b>	<b>Town of Mount Royal Public Security Department</b>
<b>Type of position:</b>	<b>Candidate database</b>
<b>Schedule:</b>	<b>Variable</b>
<b>Date of posting:</b>	<b>July 16, 2018</b>
<b>Application deadline:</b>	<b>Undetermined</b>
<b>Job title:</b>	<b>Patrolling Agent</b>
<b>Pay:</b>	<b>Hourly rate set by the Quebec <i>Decree Respecting Security Agents</i>, P-2 and P-4 Premiums</b>

**Summary description**

Under the authority of the captain of Public Security and the officers in charge, the incumbent performs tasks aimed at increasing citizens' feeling of safety by patrolling Town streets and public spaces. The main duties of the Public Security patrollers are to enforce Town by-laws, assist citizens in various operational contexts and provide support to other emergency services and municipal departments. Agents must demonstrate strong customer service skills and ease at communicating with the public.

**Description of tasks**

The tasks of the patrolling officer include:

- Patrolling residential, commercial and industrial neighbourhoods and paying special attention to patrol targets determined by senior officers;
- Answering calls from citizens;
- Enforcing municipal by-laws;
- Issuing warnings and tickets for non-compliance with municipal by-laws, including those governing parking;
- Reporting any noteworthy irregularities to the municipal departments concerned;
- Keeping watch over municipal buildings, parks and infrastructure;
- Ensuring the safety of children going to and coming from school;
- Checking homes registered for the home watch service;
- Providing a reassuring presence to merchants when their businesses are closed;
- Controlling traffic as necessary;
- Collecting relevant evidence and preparing cases likely to result in legal action;
- Investigating and following up on complaints from citizens;
- Helping citizens protect their homes and property, in particular by providing security advice;
- Carrying out operations aimed at solving recurring problems;
- Helping to prevent crime by working with the SPVM;
- Drafting proper incident reports;
- Appearing as a witness in courts of law, in particular in municipal court.

## **Requirements**

- Be a Canadian citizen;
- Hold a college diploma in security or have college- or university-level training in human relations, social sciences or a related field or hold a high school diploma (DES) and a minimum of four years' experience in the security field or hold a college certificate in industrial and commercial security;
- Hold a valid BSP private security agent licence;
- Never have been found guilty of a criminal offence;
- Be in good health and considered able to perform the job by one's physician or the agency's physician;
- Speak and write French and English;
- Be available to work according to a variable schedule based on the department's needs;
- Demonstrate ethics, discipline, autonomy and discretion;
- Hold a valid driver's licence (class 4A – Emergency Vehicles) and have no more than six demerit points on one's driving record;
- Hold a first aid certificate with a minimum of 16 hours of training, including CPR and AED;
- Hold a valid certificate of training in telescopic batons and handcuffing techniques.

## **Other information**

Only applicants who have made it through analysis of their application will be called for an interview.

## **Applications**

Persons interested in this position should apply by emailing their curriculum vitae and a letter of interest to [publicsecurity@town.mount-royal.qc.ca](mailto:publicsecurity@town.mount-royal.qc.ca) with the subject line: Application – Patrolling Agent.