



Employment Opportunity

COURT LIAISON OFFICER/ EXHIBIT CUSTODIAN

The District of Hope is currently seeking a highly motivated, energetic team player with considerable knowledge of law enforcement court procedures and experience, to fill the permanent, full-time position of **Court Liaison Officer/Exhibit Custodian** within the Hope Municipal R.C.M.P. Detachment. The position is primarily for the **Court Liaison Officer** responsibilities, but the successful candidate will be expected to have a knowledge of the job responsibilities and fill in for the Exhibit Custodian during absences.

This is a Union civilian support staff position (member of the C.U.P.E. Local 458) working in the RCMP Detachment under the direction of the Staff Sergeant, NCO/IC. The successful candidate must be able to qualify for, and maintain Enhanced Reliability Security Clearance from the RCMP.

The position summary, duties, responsibilities, required knowledge, skills and abilities are outlined in the job description, which can be viewed on the District of Hope web site at www.hope.ca (company documents, job postings).

As per a Letter of Understanding with the Union, the incumbent will work the standard 7 hours day Monday to Friday, and due to the nature and scope of work, the work day may fall between the hours of 6:00 a.m. to 3:00 p.m. daily, for a total of 35 hours per week, and on occasion work overtime as authorized.

Employment is to commence as soon as security clearance is obtained. The wage rate is 90% of the approved rate (\$29.90/hour) for the first 120 days actually worked.

Interested candidates should submit a detailed resume, along with a cover letter, marked "Confidential" to the attention of Ms. Donna Bellingham, Director of Corporate Services/Human Resources, District of Hope, 325 Wallace Street, P.O. Box 609, Hope, B.C. V0X 1L0, or by email to dbellingham@hope.ca, no later than **noon June 8, 2020**.

The District of Hope wishes to thank all applicants for their interest and advises that only those short-listed will be contacted.