



## Timiskaming First Nation

24, Algonquin Avenue (Timiskaming First Nation)

Notre Dame du Nord. QC JOZ 3B0

Tel: 819 723-2335

Fax: 819 723-2353

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## Employment Opportunity

TFN is an equal opportunity employer where members with equal qualifications will be given priority.

**TITLE:** Police Officer

**POSITIONS:** 2 Full-Time

2 Part-Time

**DEPARTMENT:** Public Security

**SALARY:** \$20.09 - \$35.70 per hour (qualifications(s) and/or experience is considered)

### **SUMMARY:**

Under the direction of the Director of Public Security or a delegated officer, the incumbent enforces laws, regulations and Council By-Laws. They will maintain order and public security; conduct interventions to a broad range of safety issues, including incidents of domestic violence, sexual abuse, traffic violations, vehicular accidents, vandalism, thefts, other criminal activities and provincial statutes and by-laws, etc. The incumbent will actively participate in the reduction or elimination of crime that is occurring within the territorial jurisdiction of the Timiskaming First Nation Police.

### **EDUCATION AND EXPERIENCE REQUIREMENTS:**

- Successfully passed basic training at École Nationale de Police
- Must possess a driver's license (4A) and be a minimum of eighteen (18) years of age
- Good physical condition with no criminal record, ability to undergo a successful character investigation
- Must take Oath of Allegiance and Oath of Confidentiality
- Must adhere to all code of ethics and the Police Commission (Deontology)
- Must submit to a one-year probationary period of employment
- Must always undertake on-going training to upgrade policing skills and techniques
- Experience considered an asset

### **KNOWLEDGE & SKILL REQUIREMENTS:**

- Knowledge of applicable laws, statutes and regulations
- Possess good judgment and willingness to respond to challenging situations
- Demonstrate a high degree of initiative and/or action-oriented tendencies
- Demonstrate capacity for performing work with a high degree of professionalism
- Capacity to make decisions even under arduous situations
- Capacity to be flexible when needed in terms of discretionary powers

- Ability to write clear, concise reports and be aware of accuracy and precision when compiling court documents
- Ability to develop and maintain effective working relationships
- Ability to listen effectively and engage in constructive self-criticism
- Ability to work as a team with other officers and always promote/assist in officer support within the Timiskaming Police Force
- Willingness to encourage community members to be involved with community policing and policing decisions (human and public relations)
- Possess general awareness of First Nations in Canada

**MAJOR RESPONSIBILITIES:**

(But not limited to)

- Enforces laws, and regulations
- Actively participates in the reduction or elimination of crime that is occurring within the territorial limits of the Timiskaming First Nation Police
- Participate in school visits
- Participate in training programs or sessions which maintain or enhance policing skills
- Maintain positive relationships with the Chief and Council, Director of Public Security, General Director, and other support persons involved in the police department functions
- Address different groups (Seniors, Women Clubs, etc.) on any issues promoting the well-being of the community
- Ensure daily follow-ups in operational and administrative issues, thereby maintaining the integrity of matters such as the station's agenda, progress of investigative work, adherence to maintenance schedules applicable to vehicles and equipment
- Follow work schedule and do overtime when necessary

**\*Lodging is not included.**

**DEADLINE:**

**Deadline for application:** May 5<sup>th</sup> 2022

**Start Date:** As soon as possible

Those interested are invited to submit their letter of application, resume, relevant documentation, 2 references and current background check to:

**Timiskaming First Nation**

Attn: Yvonne Haddad

24 Algonquin Ave

Notre-Dame du Nord, QC J0Z 3B0

E-mail: [human.resources@atfn.ca](mailto:human.resources@atfn.ca)

*Note: The Timiskaming First Nation reserves the right to a pre-selection of interested candidates. Only those retained will be contacted for an interview.*