

COMPLIANCE OFFICER



Diligent, Respectful, Impartial, Confident, Caring, Friendly, Assertive, Polite, Self-disciplined, Patient, Motivated, Educator, Community focused.

Ruapehu District Council (RDC) is looking for a self-disciplined and motivated team player to join its Regulation Team as a Compliance Officer.

The compliance function is at the forefront of council operations being responsible for working with Ruapehu communities to educate about, and enforce district bylaws and government statutory requirements.

On a day-to-day basis this may mean undertaking a wide range of duties including :

- Dog and animal control including dog registration
- Ensuring compliance with the Fencing of Swimming Pools & other Acts
- Parking and vehicle WOF and registration patrols
- Litter offences and fly-tipping
- Noise Control
- Enforcing other council bylaws, policies and the District Plan

As such the Compliance Officer position is one of the most varied, interesting and at times challenging roles RDC performs. Successful Compliance Officers require:

- An affinity for animals, particularly dogs
- Knowledge of RDC bylaws and regulations
- Good time management and interpersonal skills
- Confidentiality and discretion
- Dignity, respect and impartiality
- Confidence, friendliness and assertiveness

Compliance services are provided 24/7 365 days per year which requires officers to be part of a roster that covers after-hours work.

In addition to the above, our ideal candidate will have familiarity with Microsoft Office especially Outlook and Word and knowledge or experience with dog, parking and resource management legislation.

If you have the above attributes and are looking for a people focused role combined with a genuine desire to serve the community we would like to hear from you. Information packs including a full job description and application form are available from: www.ruapehudc.govt.nz

APPLICATIONS CLOSE THURSDAY 29 MARCH 2018