



Liquor and Gaming Authority of Manitoba Employment Opportunity

Advertisement # 33773
Position: Inspector (6F1)
Brandon
Permanent / Full-Time
Inspections, Compliance
Closing Date: February 21, 2018
Salary Range: \$54,451 - \$65,288

The Liquor and Gaming Authority of Manitoba (LGA) regulates the province's liquor and gaming industries. We license liquor sales, service and manufacturing, and gaming employees, products and operations, while striving to provide a high standard of regulatory service through a balanced and independent approach. The LGA's mandate will expand to include the provincial regulation of cannabis when it becomes legal later this year.

The LGA is seeking a highly motivated individual to work within the Inspections Department which is part of the Compliance Unit. The Inspections Department is responsible for providing reasonable assurance that all activities licensed or permitted by the LGA are conducted safely, honestly, with integrity and in the public interest, and that programs are operated in accordance with legislated requirements.

Qualifications:

The successful candidate must have:

- Post-Secondary education and work experience in the areas of law enforcement, administrative law, regulation and/or business administration. A combination of education and experience may also be considered.
- Strong investigative and inspection skills with experience ensuring compliance as well as knowledge of legal and court procedures.
- Knowledge and experience interpreting and applying policies, procedures, legislation and supporting regulatory standards and requirements including but not limited to *The Liquor and Gaming Control Act*, *Criminal Code (Canada)*, and LGA Terms and Conditions.
- Excellent communication, interpersonal and customer service skills to effectively communicate with staff, clients and stakeholders with the ability to establish effective working relationships, manage conflicts and foster collaboration.
- Strong written communication skills to prepare detailed reports, policy recommendations and presentations for the public.
- Demonstrated experience applying political acumen and sensitivity in dealing with diverse clients and business groups.
- Demonstrated problem solving, decision making and analytical skills to support departmental, organizational and legal requirements.
- Excellent organizational skills with the ability to plan, balance and manage multiple work demands to meet deadlines in a demanding work environment.
- Strong sense of initiative and results-oriented to achieve high standards of service and professionalism.
- Demonstrated ability to work independently and in a team environment.
- Proficiency with MS Office Suite (Word, Excel, PowerPoint and Outlook) and specialized computer systems and equipment. Strong keyboarding skills are also required.
- General accounting and audit skills, and understanding of financial accounting principles and practices.
- Demonstrated experience managing and maintaining confidentiality when dealing with sensitive information and staff, clients and stakeholders.

The following qualification is desired:

- Proficiency in French.

Your cover letter and résumé must clearly indicate how you meet the qualifications.

Duties:

This position is based out of Brandon, Manitoba and is also responsible for the surrounding area. The Inspector provides training and guidance to licensees, licensees' staff and permit holders to operate in accordance with *The Liquor and Gaming Control Act*, associated regulations, LGA Terms and Conditions, and policies. Duties include enforcing the provisions of *The Liquor and Gaming Control Act*, associated regulations, LGA Terms and Conditions, and policies. The Inspector regularly interacts with other government departments and law enforcement agencies, along with various community groups.

Additional Information:

- An eligibility list may be created for similar positions in the Brandon area and will remain in effect for 12 months.
- Applicants may be required to write a screening/selection exercise/test.
- Must be legally entitled to work in Canada.
- Circumstances may arise where the competition may need to be withdrawn.
- A positive attendance record will be a consideration in the screening process.
- Satisfactory work performance in the preceding 12 months is required.
- Working hours will be irregular and involve evening and weekend work.

- A valid Manitoba driver's licence and ability to travel frequently are required. Travelling distances could be up to eight hours outside of the city of Brandon. You must submit a copy of your driver's licence with your application and annually upon employment.
- A satisfactory Criminal Record Check, Child Abuse Registry Check and Drivers Abstract must be produced and maintained. The successful candidate must provide, at their expense, a Criminal Record Check and a Child Abuse Registry Check satisfactory to the LGA.
- Must qualify under *The Liquor and Gaming Control Act* to be appointed as an Inspector.
- Must be physically capable of performing the routine manual labour components of the position, which may include but are not limited to: occasional lifting of objects weighing 7-23 kilograms, walking considerable distances, climbing stairs, exposure to inclement weather conditions and exposure to high noise levels.
- The incumbent is expected to deal with potential volatile situations – minors, intoxicated persons, large crowds and aggressive, hostile individuals.

Apply to:

Advertisement # 33773

Liquor and Gaming Authority of Manitoba

Human Resources

800 – 215 Garry Street

Winnipeg MB R3C 3P3

Fax: 954-9427

Email: resumes@LGAmanitoba.ca

(Please quote your name and the ad number in the subject line of your email)

Employment Equity is a factor in selection. Applicants are requested to indicate in their covering letter or résumé if they are from any of the following groups: women, Aboriginal people, visible minorities and persons with disabilities.

We thank all who apply and advise that only those selected for further consideration will be contacted.

Visit our website at LGAmanitoba.ca to learn more about the Liquor and Gaming Authority of Manitoba.