

**Internal ☒ / External ☒
22-72**

Position:	TEST SHOPPER		Number of Positions:	4
Classification:	CASUAL	STUDENT	FTE:	CASUALLY AS REQUIRED (ESTIMATED 15-20 HOURS PER MONTH)
Department:	ENVIRONMENTAL HEALTH		Program:	SMOKE-FREE
Location:	BARRIE		Anticipated Date of Hire:	NOVEMBER 14, 2022
			Position Duration:	UP TO ONE YEAR OR UNTIL AGE 17
Salary Range:	\$16.50 – 17.50 HOURLY		Posting Date:	OCTOBER 19, 2022

Purpose of Position:

The provincial Smoke-Free Ontario Act, 2017 prohibits the sale or supply of tobacco products to a person who is less than 19 years old. The Health Unit employs youth, aged 15 to 17 to engage in tobacco vendor compliance checks. This activity is mandated by the Ministry of Health. Youth test shoppers visit retail premises with Tobacco Enforcement Officers to test tobacco and vape retailer compliance.

See Youth Test Shopper position description for further details of the Youth Test Shopper role.

Benefits to Student:

- Gain valuable work experience;
- Apply learned skills in a professional setting;
- Enhance their interpersonal and teamwork skills with professionals in the field;
- Gain direct experience in the public sector environment;
- Enhance written and oral verbal communication skills.

Responsibilities:

- Travels to tobacco and vapour product vendors with Tobacco Enforcement Officers;
- Enters tobacco vendor premises and attempts to purchase tobacco or vapour products without proof of age;
- Communicates effectively with store clerks while observing and gathering precise information suitable for evidence in court;
- Documents sales transactions in accurate written notes for use in court;
- Provides acceptable testimony as a witness in court during prosecutions;
- Respects and ensures confidentiality in all work performed on behalf of the Agency;
- Works a varied, pre-arranged schedule typically between 4:00 p.m. and 10:00 p.m., during the week and on weekends.

Specific knowledge, skills, abilities:

- Basic understanding of tobacco and vapour use issues and youth;
- Basic understanding of the Smoke-Free Ontario Act, 2017;
- Intermediate verbal and written skills including ability to record/document experience during vendor compliance checks;
- Ability to work independently.

Education:

- Currently enrolled in a Barrie area secondary school in either grade 9 or 10;
- MUST be at least 15 years old by November 1, 2022.

Related Experience:

- Previous student work experience or volunteerism – students with limited work experience are encouraged to apply.

Deadline: 4:00 pm, TUESDAY, NOVEMBER 01, 2022

This is an internal non-union posting. External applicants may be considered when the internal recruitment process does not result in a successful internal candidate.

If interested in applying for this position, forward résumé with cover letter to Human Resources at hr@smdhu.org referencing posting # **22-72** in the subject line

For internal SMDHU applicants interested in applying for this position, please forward your completed application to Human Resources at hr@smdhu.org referencing posting #**22-72** in the subject line. Your formal application consists of submitting both an up-to-date résumé and a separate cover letter outlining how you meet the requirements and qualifications of this position. Please ensure you indicate in your application that you have the requirements and qualifications listed for this position otherwise it will be deemed you do not have them.

For External Applicants Only:

If interested in applying for this position, forward résumé with cover letter to Human Resources at hr@smdhu.org referencing posting # **22-72** in the subject line.

Due to the large volume of applications we receive, and to ensure your application is given due consideration, we kindly request all applications for this position include both an up-to-date resume, and a detailed cover letter including specific examples of how you meet the required qualifications and skills for this position. The cover letter is to clearly identify:

- a. How your education meets the educational requirements listed.
- b. How your experience meets the experience requirements listed.
- c. How your experience meets each of the required knowledge, skills and abilities listed.
- d. How your education and/or experience meet each of the listed assets, which are considered preferences.

Applicants who fail to satisfactorily provide the information requested above in their cover letter will be deemed to not meet the minimum job requirements listed in this job posting. Accordingly, their application will not be considered in this competition.

Following submission of your e-mailed cover letter and resume, you will receive a standard reply e-mail confirming your e-mail was received by SMDHU. If you do not receive this confirmation e-mail your electronic application was not received and you will not be considered. Also, if SMDHU's confirmation e-mail is dated/timed after the posting deadline, your application will not be considered.

If selected for an interview, candidates may be assessed through testing and/or by providing a presentation/portfolio highlighting examples of their work that is applicable to the position being applied to.

Full COVID-19 vaccination is an essential requirement of the job. Full vaccination is defined as having received the full series of a COVID-19 vaccine or combination of COVID-19 vaccines approved by the World Health Organization (e.g., two doses of a two-dose vaccine series, or one dose of a single-dose vaccine series) and having received the final dose of the COVID-19 vaccine at least 14 days ago. SMDHU is an equal opportunity employer. The possibility of accommodation will be considered during the hiring process.

The Simcoe Muskoka District Health Unit is an equal opportunity employer. Accessibility accommodations are available for all parts of the recruitment process upon request. Due to the number of qualified applications we receive, only those selected for an interview will be contacted. All candidates must be legally entitled to work in Canada.