

Job Bulletin: Minors as Agents

Advertisement #: 41291
Minors as Agents Program: Agents
Casual
Commercial Inspections Department, Operations Unit
Closing Date: July 4, 2023
Salary: \$17.66 per hour

The Liquor, Gaming and Cannabis Authority of Manitoba (LGCA) regulates the province's liquor, gaming, cannabis, and horse racing industries. We license and inspect liquor sales, service and manufacturing, gambling employees, products and operations; retail cannabis stores; and horse racing. We serve the public interest by regulating these industries in a respectful and balanced manner.

The LGCA is looking for highly motivated young people, between 16 and 18 years old, to work within the Operations Unit. Minors as Agents Program (MAP) agents work with inspectors to conduct inspections in licensed premises and document their findings.

Qualifications:

Successful candidates must have:

- At least a grade 9 or equivalent level of education
- Strong interpersonal and verbal communication skills to interact professionally with licensees, the public, and LGCA staff, and to provide testimony at hearings
- Strong initiative with the ability to remain calm in stressful situations
- Strong attention to detail and observations skills to collect information and evidence, with the ability to create accurate written reports
- Basic mathematical skills for balancing cash exchanged during transactions and recording purchases
- Strong decision-making and problem-solving skills to quickly assess situations and ensure safety
- Ability to work effectively in a team environment
- Demonstrated sound judgment and respect for others to handle sensitive and confidential matters

Duties:

MAP agents are responsible for conducting inspections in licensed premises under the guidance of inspectors. MAP agents try to buy regulated products or participate in licensed gambling to determine whether liquor, gambling and cannabis licensees are following rules and prohibitions on underage sales. Agents record in writing all interactions with licensees and staff after each inspection. They also ensure all cash provided to them to carry out their duties is accounted for. Agents may be required to provide testimony at hearings.

Additional Information:

- Given the nature of this position and its legislative and operational requirements, applicants must be between 16 and 18 years of age. Government-issued ID will be required to verify age.
- A waiver form must be signed by a parent or guardian.
- Applicants must be available for evening and weekend shifts.
- An eligibility list may be created for similar positions and will remain in effect for 12 months.
- Applicants may be required to write a screening/selection exercise/test.
- Applicants must be legally entitled to work in Canada.
- Circumstances may arise where the competition may need to be withdrawn.
- A satisfactory criminal record check is a condition of employment.

This document is available in alternate formats, upon request.



Instructions to apply:

- Visit the LGCA website at: www.lgcamb.ca/minors-as-agents-program
- Complete the application form.
- Upload the completed application form and any other documents (i.e., cover letter and/or resume) in PDF format. The LGCA does not accept .zip files or links to Google Docs, Dropbox, or any cloud-based storage systems as a substitute for PDF documents.

Accessibility

LGCA will consult with all applicants requesting accommodation during the recruitment process to ensure that the accommodation provided considers the applicant's individual accessibility needs.

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

We thank all who apply. Only those selected for further consideration will be contacted.

Visit LGCamb.ca to learn more about the Liquor, Gaming and Cannabis Authority of Manitoba.

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