

## CITY OF HAMILTON

### HEALTHY & SAFE COMMUNITIES DEPARTMENT (HEALTHY ENVIRONMENTS DIVISION – LOCATION – VARIOUS)

#### TOBACCO TEST SHOPPER

##### SUMMARY OF DUTIES

Reporting to the Manager-Tobacco Control/Tobacco Enforcement Officer. Accompany the Tobacco Enforcement Officer to various tobacco retail outlets and attempt to purchase tobacco/cigarettes.

##### RESPONSIBILITIES:

Accompany the Tobacco Enforcement Officer to various tobacco vendors within the City of Hamilton.

Attempt to purchase tobacco, and if successful, turn over the tobacco and the receipt, if available, to the Tobacco Enforcement Officer.

Check for appropriate tobacco signage at various tobacco vendor outlets.

Fill out a standard report in order to record each compliance or enforcement check.

Identify the person who sold the tobacco product.

Keep accurate and descriptive notes and communicate these observations to the Tobacco Enforcement Officer.

Attend court and testify under oath about your actions and observations as required.

Participate in all provided training programs and incorporate information learned into work routine.

Perform other duties as assigned which are directly related to the operation of the Healthy Living Division, Tobacco Control Program.

##### QUALIFICATIONS:

1. Must be 15 to 17 years of age in accordance with Provincial Tobacco Protocol.
2. Working knowledge of Smoke Free Ontario Act, 2006.
3. Must be able to provide own transportation to and from work or must be able to be picked up and dropped off within the city of Hamilton limits.
4. Demonstrated ability to communicate effectively, both verbally and in written form.
5. Demonstrated ability to think under pressure.
6. Must be familiar with the Occupational Health & Safety Act and Regulations that apply to this work.
7. Demonstrated ability to pay attention to detail.
8. Demonstrated ability to act and behave like a regular user of tobacco products who has purchased the product many times before.
9. Must have letter of agreement signed by parents or guardians prior to commencing fieldwork.

**NOTE:**

The successful candidate will be required to provide immunization records, which may include TB testing prior to the start of employment to meet the requirements of the Staff Immunization and Surveillance Policy and Procedure